

# NORTH TAWTON TOWN COUNCIL

Town Clerk:  
Mrs R Rice

14a The Square North Tawton  
EX20 2EP  
Tel 01837 880121

Minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on **Tuesday 12<sup>th</sup> January 2016 at 7.30 pm.**

Present: Cllr Mrs C Burrow (Chair) Cllr M Fisher  
Cllr K Hodge Cllr M Kennedy  
Cllr I Palmer Cllr Mrs A Ponsford  
Cllr Miss B Rice Cllr Ms J Trehitt  
Cllr S Whiteley

Cllr Mrs L Watts (Ward Member) was in attendance.

3 Members of the public were present.

**Open Forum** – Nothing was raised.

1. **Apologies for Absence** – Apologies were received from Cllr Mrs G Hoggins (Personal) Cllr I MacLeod (annual leave) and Cllr Mrs K Tizard (illness). These apologies were accepted.

2. **Declarations of Interest** – None were made at this stage.

3. **Minutes of the Previous Meetings**

3.1 The minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 1<sup>st</sup> December 2015, previously circulated, were approved and signed, subject to a minor amendment.

3.1 The minutes of the Finance Committee Meeting of North Tawton Town Council held at the Council Offices on Tuesday 14<sup>th</sup> December 2015, previously circulated, were approved and signed, subject to an amendment to Item 5 - the deletion of "if the Clerk opted to join the Workplace Pension".

4. **Precept 2016/17**

The precept for 2015/16, as recommended by the Finance Committee at their meeting held on 14<sup>th</sup> December 2015, was discussed. Cllr S Whiteley gave a brief update.

After some discussion it was resolved to request a precept from West Devon Borough Council for the year 2016/17 of £98,582.

5. **Updates - Please keep your update to a maximum of 5 minutes**

5.1 The Chairman updated the Council on various issues.

- Dartmoor Tweed have contacted the Council; they are raising money to buy a heritage loom, but it is understood that enough money has been raised by buy the loom, but now Dartmoor Tweed are trying to find a place to store it.
- The Clerk has received notification that there will be a Temporary Prohibition of through traffic and parking for Yeo Lane on Thursday 21<sup>st</sup> January 2016.
- The application for the Eco Park has been refused. The Chairman read out the reasons for refusal.
- The Chairman asked if anyone had any suggestions for the siting of the second wooden bench that had been donated to the Council. The other bench is going to be placed in the Church Yard. The Clerk is waiting to hear back from the PCC about the positioning of it.

7.50 pm Cllr S Whiteley left the meeting.

- 5.2 Cllrs Mrs L Watts (Ward Member) updated the Council.
- The new West Devon planning portal went live in December. They are still testing a new search function and importing documents.
  - Devolution – Proposals and targets have been put together, these were looked at by an independent Financial Analyst to give more weight to the proposal. One of the targets is to achieve delivery of £4 billion of productivity by 2030. There would be training opportunities to improve people’s careers.
  - Ockment Surgery, Okehampton – this was discussed at a recent Overview and Scrutiny meeting – it was resolved that NHS South West should be challenged over this as it affects the whole of the borough. The decision to close the Ockment Surgery could have an impact on North Tawton. West Devon wants to start a rapport with NHS. It is understood that North Tawton Surgery will not be taking patients from Okehampton who are outside of the catchment area. The Okehampton Medical Practice has stated that they do have capacity to take on new patients, but some people have to wait a month to get an appointment. There is a public meeting on the 22<sup>nd</sup> January 2016, venue to be confirmed, if anyone wants to attend and show support it would be much appreciated.

Cllr Mrs L Watts left the meeting at 8.00 pm.

- 5.3 Cllr Ms J Trehitt gave a brief update regarding the Neighbourhood Plan Project.

- Draft policies covering the 6 objectives, Housing; Community; Infrastructure; Economy; Preservation and Sustainability have been sent to Stuart Todd and Rebecca Black. Initial feedback from Rebecca Black has been received. Stuart Todd should be getting back at the beginning of next week. Rebecca Black’s feedback is that we have made a good start, but there still needs a lot of work to be done. One of her initial comments was regarding small developments; if we want lots of smaller developments around the town rather than one large one this will not generate as much Section 106 money as larger developments - that was one of her initial comments, but this should not make us race to get large developments to generate more money for the community. There is still a lot to do, but at least we have made a start and got something down on paper.
- A Neighbourhood Plan Group meeting is to be held on Thursday 14<sup>th</sup> January 2016.
- There are lots of changes that the Government are making in planning and development and this seems to be making our task a “moveable feasts”
- We are keeping the momentum going and should be complete and going to referendum by the end of the year.

- 5.4 Cllr Mrs C Burrow gave a brief update regarding the Recycling Project.

- December’s collection was reasonably successful; there should be more plastic waste for the collection on Saturday 16<sup>th</sup> January 2016. The Group feel that the project has been worthwhile.
- The Clerk was requested to remove this item from the Updates unless there was anything of significance to report.

- 5.5 The Clerk read out an email received on 18<sup>th</sup> December 2015, regarding the proposed Whiddon Down road closure.

*“As you are aware, RES postponed its original proposal - of a road closure of up to three weeks that was due to complete by 18 December 2015 - as it was not well received locally. Since then, RES has been working with the local highways authority, the designer and our contractor in an effort to address the concerns raised.*

*Now we have received feedback on our revised proposals, we can confirm the revised proposal for the completion works. On the temporary night*

*closures which are necessary to complete the works, they will take place on 15th, 16th and 17th January 2016 from 20:30 - 04:30. A letter from RES would be sent to residents”*

## **6. Ongoing issues**

The 'Action Log' was updated.

Market Street Junction other highways issues.

- The Clerk read out an e-mail from Mike Jones DCC stating there was no money in the budget for the alterations to the junction of Market Street and The Square. The Clerk was requested to contact Mike Jones to request that these alterations be put on a list for work to be carried out when money was available.
- Cllr Ms J Trehwitt felt that the signage for the new road just opened at Whiddon Down is inadequate. The Clerk was requested to contact RES and DCC.
- Dog Control Orders – Cllr Mrs L Watts had informed the Clerk that she was still waiting to meet Cathy Aubertin at West Devon regarding these orders.
- The Smoke Free signs (3) have been delivered; the Clerk was requested to have one erected in the Infants Play Park.

## **7. Stone Walling**

The report from Mr Geoff Cawse regarding the stone walling works was handed out to Councillors.

After some discussion it was agreed that all the work should be carried out, as detailed in Mr Cawse's report; that the bushes/shrubs along the top edge of the stone wall at The Cemetery should be removed; that Golden Leaf Landscapes should be asked to remove these bushes/shrubs; that Mr Cawse should obtain quotations for the work; and that the Chair and Vice Chair should be delegated to approve these quotations or if they exceeded £5000 that an Extraordinary Meeting of the Town Council should be called.

## **8. The Queens 90<sup>th</sup> Birthday Celebrations**

The details of The Queens 90<sup>th</sup> Birthday Celebrations, previously circulated were discussed.

After some discussion it was resolved to ask Mr Peter Hoggins if the Town Council could borrow his brazier so that a beacon could be lit in the Memorial Park on Thursday 21<sup>st</sup> April 2016; the Clerk was requested to inform the Pageantmaster that North Tawton would be involved; the Clerk was also requested to inform the Fire Brigade. It was further resolved to place an article in the Roundabout asking for volunteers to set up a Committee to organise a community event to celebrate "The Patrons Lunch" in June 2016.

## **9. Devon Air Ambulance Trust – Night Time Flying**

Sites suitable for safe landing sites to enable night time flying, previously circulated, was discussed.

The Clerk informed the Council that Toby Russell from the Devon Air Ambulance Trust was visiting the Rugby Club on Wednesday 13<sup>th</sup> January 2016 to assess the suitability of the Rugby Club for a landing site; he was also going to inspect the Memorial Park.

After some discussion it was resolved that the Council felt that the Rugby Club was a suitable site; that the Memorial Park was unsuitable because of the park equipment and overhead cables. It was further resolved that the Clerk should contact the Devon Air Ambulance Trust asking for a representative to attend a Town Council meeting.

**10. CCTV Policy**

The adoption of a CCTV Policy, previously circulated, was discussed.

After some discussion it was resolved to adopt the CCTV Policy.

**11. Community Market**

Cllr M Kennedy updated the Council regarding the matter of a Community Market. Cllr M Kennedy had set up a BT website and Facebook page, but had not been very successful in getting any interest in a market; he had also been visiting other community markets and obtained e-mail addresses from traders so that he could e-mail details, if and when a community market in North Tawton was arranged. The list of e-mail addresses was circulated to Councillors.

The Chairman thanked Cllr M Kennedy for all the hard work he has done.

After some discussion it was resolved that the matter should be deferred.

**12. Parking outside the Primary School, Exeter Street, North Tawton**

A complaint letter received regarding parking outside the Primary School, Exeter Street, North Tawton, was read out.

After some discussion it was resolved that the Clerk should forward the letter to the Head Teacher at the Primary School. Councillors had sympathy, but unfortunately the Town Council do not have any powers regarding parking.

**13. PLANNING MATTERS**

**Decision of the Planning Inspectorate**

**13.1 001433/2014**

Plot 1 Taw Vale Avenue, North Tawton, EX20 2AZ

Householder application for the installation of 3 rooflights to create roof space accommodation

Appeal for non-determination.

Appeal Decision – Allowed with conditions 18<sup>th</sup> December 2015

Appeal for Costs – Allowed.

**Noted.**

**14. FINANCE**

**14.1 Invoices.** Members inspected the invoices and bank statements and appropriate payments were made in accordance with bank mandate.

**14.2 Monthly statement.** Members received the monthly statement and agreed to make the appropriate transfer from the reserve account to the current account to allow payments to be made.

**14.3 Procurement of Audit for Smaller Authorities (annual income less than £6.5 million) and the new Sector Led Body (SLB)**

The new arrangements for Audit, previously circulated, were discussed.

The Finance Committee discussed this at their meeting on the 14<sup>th</sup> December 2015, and requested the Clerk to contact DALC to ascertain if DALC could give an indication of the costs. The Clerk read out an e-mail received from Lesley Smith, DALC:

*“Yes it is hard to make this decision, but DALC advice is not to opt out – the work involved in commissioning an external auditor is considerable, and likely to be more expensive than an arrangement made by the sector led body with*

*its power of bulk purchase. Audit costs may rise since the current contract benefits from a certain amount of cross subsidy with local authorities, but I believe the sector led body will secure the best possible deal – and will in any case save you work and worry”*

After some discussion it was resolved that North Tawton Town Council should not opt out of the SLB.

**15. Questions/Comments from members of the public**

The meeting was suspended prior to Parish Matters to allow members of the public to comment/ask a question on any **AGENDA ITEM ONLY**. Time is limited to 2 minutes per person, up to a maximum of 3 persons, unless the Chairman rules otherwise. A brief record of any points made will be included in the minutes of that meeting.

Mrs S Knott asked if the Neighbourhood Plan Group meeting due to be held on Thursday 15<sup>th</sup> January 2016 was open to the public. Cllr Ms J Trehitt stated that the meeting was open to the public.

The meeting was opened again.

**16. Parish Matters**

Pot holes in Moor View, Barton Street and Newlands Mill were mentioned. The Clerk would report these to DCC.

The manhole/drain that has collapsed on the road from De Bathe Cross to North Tawton was mentioned. The Clerk would report this to DCC.

The drain at the bottom of Yeo Lane is still blocked. The Clerk would report this to DCC.

Trees are obscuring the street light in Gostwyck Close/Orchard Court area. The Clerk would report this to DCC again.

**17. Date of next meeting**

The next Ordinary Meeting of the Town Council shall be Tuesday 2<sup>nd</sup> February 2016.

**PART II**

**EXEMPT REPORTS:**

That under the Public Bodies (Admission to Meetings) Act 1960 (as extended by S.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

After some discussion it was resolved that the sabbatical leave granted to Cllr Mrs G Hoggins should be extended.