

# NORTH TAWTON TOWN COUNCIL

Temporary Town Clerk:  
Mrs S Say

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

You are hereby summoned to the Ordinary Meeting of North Tawton Town Council to be held at the Council Offices on: **TUESDAY 4 April 2017 at 7.30 pm.**

Dated this 29 March 2017

Temporary Clerk of the Council

## **AGENDA**

### **Open Forum**

#### **An opportunity for the Electors and others to address the Town Council.**

The Council encourages the use of an Open forum. This will allow Members of the Public to address the Town Council. Time will be limited to two minutes per person unless the Chairman rules otherwise. If research is needed members of the public are asked to indicate what is needed in advance to the clerk otherwise – if appropriate - an item will be placed on a future agenda. A brief note will be made of any discussion at this point. Please note that Councillors are not obliged to give their opinion or answer questions.

1. **Apologies for Absence** - To receive apologies from Councillors unable to attend.
2. **Declarations of Interest** - Councillors are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting.

If Councillors have any questions relating to predetermination, bias or interests in items on this Agenda, then please contact the Clerk in the first instance.

#### **3. Minutes of the Previous Meetings**

- 3.1 To approve and sign the minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 7 March 2017 at 7.00 pm (copy previously circulated).
- 3.2 To approve and sign the minutes of the Extraordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 21 March 2017 at 7.30 pm (copy previously circulated).

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

- 4.1 Chairman to update the Council on various issues.
- 4.2 Updates from WDBC Ward Member Cllr Mrs L Watts.
- 4.3 Cllr Ms J Trehitt to update Members on the NT Neighbourhood Plan.
- 4.4 Cllr Mrs C Burrow to update Members on the Section 106 Monitoring Group.

#### **5. Ongoing issues**

'Action Log' attached at Annex A.

#### **6. Consultations/Newsletters/Invitations**

- 6.1 Further to the invitation to the Council to visit the Arla Creamery premises, to decide a date and time for this visit.

**6.2** The annual North Tawton Town Meeting will take place in the Town Hall on Thursday 13 April, commencing at 7.30 pm.

**7. Resignation of Cllr Mrs G Hoggins**

To note the resignation of Cllr Mrs G Hoggins, with effect from 3<sup>rd</sup> April 2017, and to note the procedure that needs to be followed for appointment of a new Councillor, and to consider how the Council wishes to proceed regarding the appointment of a new Chairman of the Council.

**8. North Tawton Memorial Park – Safety Inspection Report**

To consider the Rospa Play Area Safety Inspection Report dated 17 March 2017. It is recommended that the report be delegated either to the Estates Committee or to one or more Members for a detailed reading and assessment of any recommendations, with a view to immediate implementation of recommendations considered urgent, and compiling a programme for ongoing implementation of further recommendations. This may need to take into account proposed improvements to the park.

**9. North Tawton Cemetery – Proposed Extension Area**

To consider putting into place preparatory works at the Cemetery Extension area, and also consider development of initial layout plans identifying access paths and grave positions.

**10. Batheway Fields Development – re change of planned road surface**

To consider a communication received from residents at Batheway Fields. With reference to the change of road surface from the planned brick pavers to tarmac, they have been informed that the developers will need to submit retrospective planning permission. They were further informed by WDBC that they can object, and also that the Town Council would be consulted – if the Council objects this would lend weight to the objections of residents apparently. The residents in question are asking the Council to consider objecting as and when such an application is submitted.

**11. Lloyds Bank Mobile Bank**

To consider a request from Lloyds Bank to site their mobile bank in the town centre car park on Tuesdays between 1.30pm – 3pm weekly.

**12. PLANNING MATTERS**

To consider the planning applications received from West Devon Borough Council and Devon County Council and to make recommendations.

**12.1 Reference Number:** 0888/17/HHO (WDBC)

**Proposal:** Householder application for a single storey kitchen extension to rear.

**Location:** 12 Taw Vale Avenue, North Tawton, EX20 2AZ

**12.2 Reference Number:** 0959/17/PDM

**Proposal:** Prior approval for proposed change of use of agricultural building to dwelling house (Class C3) and for associated operational development.

**Location:** Greenslade stable barn, Greenslade Lane, Sampford Courtenay, EX20 2SF

**12.3 Reference Number -** BGX/DCC/3970/2017 (Devon County Council)

**Proposal:** Replacement of existing volumetric double classroom with new modular double classroom.

**Location:** North Tawton Primary School, Exeter Street, North Tawton, EX20 2HB

**13. FINANCE**

**13.1 Invoices.** To approve payments listed at Annex D in accordance with bank mandate (to be circulated at meeting).

**13.2 Monthly statement** – to receive the monthly statement and to consider adoption. Make the appropriate transfers, from reserve accounts to the current account, to allow payments to be made.

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

The meeting shall be 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.

**15. Parish Matters**

No decision may lawfully be made under this item but matters may be discussed which involve no more than an exchange of information.

**16. Date of next meeting**

The next Ordinary Meeting of the Town Council shall be Tuesday 2 May 2017.

**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.

**There will be items to discuss in Part II of this meeting.**

- 1 Consider contractor quotation for essential tree works as identified in recent survey.
- 2 Consider staffing issues.