

# NORTH TAWTON TOWN COUNCIL

Temporary Town Clerk:  
Mrs S Say

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

Minutes of the Ordinary Meeting of North Tawton Town Council held at the North Tawton Town Council Office on **Tuesday 10 January 2017 at 7.30 pm**

Present: Cllr Mrs G Hoggins Cllr Miss B Rice  
Cllr S Whiteley Cllr Mrs K Tizard  
Cllr Mr K Hodge Cllr Mrs C Burrow  
Cllr Mr M Fisher Cllr Ms J Trehitt  
Cllr Mrs A Ponsford Cllr Mr M Kennedy  
Temporary Town Clerk Mrs S Say

## **The meeting opened at 7.30 pm**

Members of the public were present.

1. **Apologies for Absence** – Apologies for absence were received from Cllr Mr I Palmer (unwell); Cllr Mr I MacLeod (on holiday); Cllr Mr S Whiteley (present for first part of meeting only, until 7.55 pm, then had prior engagement). All apologies were accepted.
2. **Declarations of Interest** – none at this stage. (Cllr Mrs G Hoggins made a declaration of interest at item 14.6).
3. **Minutes of the Previous Meetings**
  - 3.1 The minutes of the meeting of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 6 December 2016 at 7.30 pm were approved and signed.
  - 3.2 The Minutes of the Extraordinary meeting of the North Tawton Town Council held at the Council Offices on Wednesday 14 December at 7.30 pm were approved and signed.
4. **Updates - Please keep your update to a maximum of 5 minutes**
  - 4.1 **Chairman to update the Council on various issues.**
    - 4.1.1 With reference to the new application by Wain Homes for 100 new houses, it was noted that responses are required by West Devon Borough Council by 2 February 2017. It was agreed to hold an Extraordinary Meeting of the Council on Thursday 19 January 2017, in the Town Hall in order to discuss this application, and a final decision to be made as to the Council's response to the planning consultation will be made at the next Ordinary Meeting on 7 February. The Clerk was requested to contact WDBC and ask for an extension of time to respond to the consultation.
  - 4.2 **Update from WDBC Ward Member Cllr L Watts** – Cllr Watts reported that she had spoken to the Planning Officer, Mr Matt Jones, today – he confirmed that WDBC had not received any pre-application consultation with regard to Wain Homes application for 100 homes at Batheway Fields. The Planning Department only became aware of this application when it was presented for validation. It was confirmed that planners are also still looking at both applications for the 28 homes at Batheway, and at the current appeal for the original 28 homes application. Mr M Jones would like to attend a meeting of NTTC with his senior colleague Mr P Whymer. Cllr Watts confirmed that the Council are still looking at the formation of a local authority company. Discussions have also taken place with other local authorities across Devon on other issues.

**4.3 Update on Neighbourhood Plan** – Cllr Ms J Trehwitt advised that the consultation event held on 10 December was very successful. Comments were invited and copies of draft policies were handed out or emailed to interested parties. The deadline for feedback has now been extended to Friday 3 February 2017. The draft policies are available to view on the Council's website. Some useful feedback has been received to date. The next meeting of the NP group is on Thursday 12 January. On 9 February there will be a public meeting reference the NP, at which time the feedback will also be considered. Following that event, the plan will be written. Consideration has to be taken of the Joint Local Plan, a draft of which is due to be issued by the end of January 2017. The NP will be formally presented to the Town Council at the appropriate stage of the process. Cllr Mrs G Hoggins proposed a vote of thanks to Cllr Mrs C Burrow and Cllr Ms J Trehwitt for their hard work on this project; and also to Mrs C Hughes and Mrs S Knott for their help and support.

**5. Ongoing issues - Action Log**

The Council was advised of update actions to ongoing issues. The Clerk will undertake various further actions as instructed by the Council, as follows:

- Re-contact Alex Whish of WDBC reference advice re tree roots in relation to the footpath between the mini-roundabout and the entrance to Bathway Fields.
- Liaise with street sweeping contractor reference new schedule of works, which has been agreed by the Council.
- Pursue quotation for new lighting installation on clock tower, also check if listed building permission is required.

**6. Consultations/Newsletters/Invitations**

**6.1** – It was agreed that the invitations be discussed at the Town Meeting in April.

**6.2** – The temporary road closure is to take place in order to put in a new water supply.

**7. Tree Surveys** – Cllr M Fisher proposed that this item be deferred to the next Ordinary Meeting of the Council, this was seconded by Cllr Mrs A Ponsford, and unanimously agreed.

**8. Computer for Public Use situated within the Town Council office** – it was reported that the computer has not been used by any member of the public for the past two years. There was some discussion and it was generally agreed that since the installation of the computer, technology has moved on, and many people now either have computer access from home, or access services via smartphones. In view of this, Cllr M Fisher proposed that the computer be disposed of as being no longer needed. This was seconded by Cllr Mrs A Ponsford, and unanimously agreed.

**9. Cobbles in the Churchyard** – In view of the absence of Cllr Mr I MacLeod and Cllr Mr S Whiteley, it was agreed to defer this item to the next Ordinary Meeting of the NTTC.

**10. Amendment to Financial Regulations** - Cllr Ms J Trehwitt proposed acceptance of the amendment, this was seconded by Cllr Mr M Fisher, and unanimously agreed. The Clerk will amend the relevant regulations accordingly.

**11. Proposed purchase of two new seats (benches)** – It was confirmed that the Council's budget allows for the purchase of two new seats during each financial year. Cllr Mrs A Ponsford proposed the Council purchase the 2 new seats as per the agenda, this was seconded by Cllr Miss B Rice and unanimously agreed.

**12. Section 106 Monitoring Group, and also Protocol Group**

With reference to the proposed group for monitoring of Section 106 agreements, and other planning issues, the following Cllrs volunteered membership of this group: Cllr Mrs C Burrow,

Cllr Ms J Trehwitt, Cllr Mr M Kennedy, Cllr Mrs G Hoggins. Mrs C Hughes and Mrs S Knott also volunteered as members of the group. It was further suggested to ask Mr B Ratcliffe of 11 Gostwyck Close to join the group. The Clerk will contact Mr Ratcliffe accordingly.

**13. New Highway Community Enhancement Fund** – after some discussion it was agreed to ask DCC if the following projects would meet the criteria of the fund:

- 1 Repair/resurfacing of the path in the Memorial Park (from Barton Street to the top of High Street).
  - 2 Installation of a dropped kerb on either side of the road in Market Street adjacent to the Pharmacy.
- There was also some discussion as to insurance issues if the NTTC undertook either of these projects. The Clerk will make enquiries as to this issue, and report back to the Council.

**14. Planning Matters** – to consider the planning applications received from West Devon Borough Council and to make recommendations.

**14.1 3689/16/FUL**

Change of use from what is currently classified as a shop to become part of the existing dwelling house that it fronts.

7 Exeter Street, North Tawton, EX20 2HB

**Cllr Mrs G Hoggins proposed that the Council accept this application, this was seconded by Cllr Mr M Fisher. The proposal was agreed by a majority vote; Cllr Mrs C Burrow and Cllr Ms J Trehwitt abstained from the vote.**

**14.2 3106/16/FUL**

Proposed additional 4 x 2 bed flats to development approved under application 13457/2009/OKE

Tarka Court, Fore Street, North Tawton, EX20 2ED

**Cllr Mrs C Burrow proposed that the Council support this application, this was seconded by Cllr Mrs A Ponsford and unanimously agreed.**

**14.3 3105/16/FUL**

Application to replace approved block of flats consisting of 4 x 1 bed flats and 4 x 2 bed flats with block consisting of 6 x 2 bed flats and 2 x 1 bed flats

Tarka Court, Fore Street, North Tawton, EX20 2ED

**Mrs C Burrow proposed that the Council accept this application, this was seconded by Cllr Ms J Trehwitt and unanimously agreed.**

**14.4 3105/16/FUL**

Application to replace approved block of flats consisting of 4 x 1 bed flats and 4 x 2 bed flats with block consisting of 6 x 2 bed flats and 2 x 1 bed flats.

**This item was cancelled, it was a repetition of 14.3.**

**14.5 3702/16/TPO**

T1-T8: Holly - Remove lower limbs to 2 metres from ground level; T9: Beech -

Remove lower limbs to 2 metres from ground level.

Three Gates, Exeter Street, North Tawton, Devon, EX20 2HE

**It was unanimously agreed to support this application.**

**14.6 3259/16/FUL**

Re-advertisement (Revised Plans Received)

Installation of 5 no. floodlight poles at 13.5m in height and one combined floodlight and telecommunications pole at 17.5m in height to support 3 no. telecommunications antennae for shared use by Vodafone and Telefonica, which together with the installation of 2 dishes and 3 no. ground based equipment cabinets will provide 2G, 3G, and 4G mobile electronic communications services from the

installation.

Rugby Club, Taw Meadow Playing Fields, Fore Street, North Tawton, EX20 2ED

**Cllr Mrs G Hoggins declared an interest in this item. Further to some discussion Cllr Mr M Fisher proposed that the Council support this application, this was seconded by Cllr Mrs A Ponsford and unanimously agreed.**

**15. Finance**

**15.1 – Invoices** – Cllr Mr M Fisher proposed that the Council approve payments in accordance with Annex B. This was seconded by Cllr Mrs A Ponsford, and was unanimously agreed.

**15.2 – Monthly Statement** – It was unanimously agreed that the Council accept the monthly statement, and approve transfer of the appropriate funds from reserve to current accounts.

**15.3 Council Tax Referendum** – it was reported that the Government will not be looking at Councils who put up the precept for the coming financial year.

**16. Questions from members of the public**

- (i) With reference to the proposed Extraordinary Meeting of the Council to be held on 19 January 2017, Mrs C Hughes asked if the Council intends to ask the local CPRE if they wish to send a representative to this meeting.
- (ii) With reference to the Enhancement Monies and the query about insurance, Mrs C Hughes commented that there is a local contractor who does tarmacking and he would have the necessary insurances.
- (iii) Mrs S Knott asked what time the proposed meeting on 19 January will commence, it was agreed it will commence at 7.30 pm.
- (iv) With reference to the proposed Section 106 Group, Mrs S Knott suggested asking if the group ask Reg Willing to attend the first meeting in his role as enforcement action.

**17. Parish Matters**

No matters were raised.

**18. Date of next meeting** – The next ordinary meeting of the Town Council will be on Tuesday 7 February 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.

**Items were discussed under Part II:**

- 1 Parking of cars in the disabled bays in the Town Centre Car Park, without displaying blue badges.

**The meeting closed at 9 pm.**