

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 4 April 2017 at 7.30 pm**

Present: Cllr Miss B Rice
Cllr S Whiteley
Cllr Mrs C Burrow
Cllr Ms J Trehitt
Temporary Town Clerk Mrs S Say

Cllr Mr I MacLeod
Cllr Mr I Palmer
Cllr Mr M Kennedy

Open Forum

The meeting opened at 7.30 pm

Members of the public were present.

1. **Apologies for Absence** – Apologies for absence were received from Cllr Mrs A Ponsford (family emergency); Cllr Mrs K Tizard (childcare issues); Cllr Mr K Hodge (work commitments); Cllr Mr M Fisher (on holiday). All apologies were accepted.
2. **Declarations of Interest** – none 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 7 March 2017 at 7.00 pm were approved and signed.
 - 3.2 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 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 – there were no general updates.
 - 4.2 Updates from WDBC Ward Member Cllr Mrs L Watts – no specific updates from Cllr Watts.
 - 4.3 Cllr Ms J Trehitt to update Members on the NT Neighbourhood Plan – It was reported that the Green Space Consultation event had received 50 visitors, and 34 response forms were completed and returned. Additionally, useful comments and responses were received back from relevant landowners/trustees. The NP group meeting on Wednesday 5 March will collate the responses. The draft NP is coming together, the consultant is due to look at this again, possibly in May. Draft policies and themes will go to West Devon Borough Council for advice on sustainability policies. Members were reminded that the Joint Local Plan consultation took place last week, the JLP sessions for NP groups are next week. The JLP consultation period ends on 26 April. It was suggested that the NP response to the JLP be circulated to Councillors and they will decide if they wish to add anything. There will then be a joint response from NTNP group and NTTTC.
 - 4.4 Cllr Mrs C Burrow to update Members on the Section 106 Monitoring Group – Cllr Mrs C Burrow advised that there had been another meeting of the group since the last update. The group went through the S106 agreements for the Batheway Fields development. 8-9 contributions were due or overdue. This matter has been raised with WDBC planning by WDBC planning enforcement, and the relevant monies have been requested from the developer. There are 2 issues:
 - 1 The 50% Arts contribution should have been paid, and may need to be chased. There was some discussion around what this should be spent on, and it was agreed the matter needs further consideration.

- 2 The 50% Community Facilities contribution is also due, there is already an agreed list of potential spends for this contribution.

It was reported that the Council has written to Mr P Whymer (WDBC Senior Planning Officer) and Mr S Jordan (Director, WDBC) requesting a meeting.

5. Ongoing issues

- 5.1 Updates to items on the Action Log were reported. The Clerk will progress various actions as agreed.
- 5.2 With reference to the proposed repositioning of the 30 mph signs in Station Road, between the entrance to Bathway Fields and De Bathe Cross, it was reported that the signs are due to be positioned between the entrance to the development and the brow of the hill.
- 5.3 Further to the latest communication from DCC Highways advising there is no funding allocated currently to repair the footpath below the mini roundabout (raised by tree roots) Cllr Mr S Whiteley proposed that NTTC ask DCC the cost of pruning the tree roots and reinstating the pavement, with a view to NTTC paying for this to be done, on the grounds that the current situation is adversely affecting residents. This was seconded by Cllr Mr M Kennedy, and unanimously agreed. The Clerk will contact DCC Highways accordingly.

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 – Friday 5 May from 1pm to 4pm had been suggested by Arla, and this was agreed.
- 6.2 With reference to the Town Meeting and the agenda, it was agreed to add an item for Cllr Ms J Trehwitt to report on the progress of the Neighbourhood Plan. The Clerk will produce the agreed agenda accordingly.

7. Resignation of Cllr Mrs G Hoggins

A letter had been received from Mrs G Hoggins, advising of her resignation from the NTTC with effect from 2 April 2017, this letter was read out at the meeting. It was unanimously agreed that Mrs Hoggins' 30 years of dedicated service on the NTTC should be suitably recognised. In the first instance it was agreed that the Council will write to Mrs Hoggins, and also that an item as to her resignation will be submitted as part of the Council's page in the Roundabout. The Clerk was requested to contact WDBC in respect of the vacancy on the Council, and a new Chair will be elected at the NTTC Annual Meeting in May.

8. North Tawton Memorial Park – Safety Inspection Report

The recommendations in the Rospa Play Area Safety Inspection Report dated 17 March 2017 were delegated to the Estates Committee for assessment. An Estates Committee Working Group will meet at 9.30 am on Wednesday 12 April in the Council Office, the report will be assessed, and a recommendation as to any necessary action will be reported back to the Council at their next Ordinary Meeting on 2 May 2017.

9. North Tawton Cemetery – Proposed Extension Area

It was agreed to defer this item to the Council's October meeting and in the meantime locate any draft plans that were produced for the extension area.

10. Bathway Fields Development – re change of planned road surface

There was some discussion on the recent communication from a resident at Bathway Fields, requesting that the Council consider objecting if a retrospective planning application is received from Wain Homes. The Council is **not** able to agree to this request as there can be no pre-determination as to responses to planning applications, and the complainant is to be advised of this. Additionally a letter will be sent to the developer advising that the Council has concerns as to any deviation from agreed plans. (The Clerk will progress these actions.)

11. Lloyds Bank Mobile Bank

Further a request from Lloyds Bank to site their mobile bank in the town centre car park on Tuesdays between 1.30pm – 3pm weekly, Cllr Mrs C Burrow proposed giving permission for this, the proposal was seconded by Cllr Mr I MacLeod, and unanimously agreed. The Clerk will contact Lloyds Bank accordingly.

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

Cllr Mr I MacLeod proposed supporting this application, this was seconded by Cllr Mr S Whiteley and unanimously agreed.

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

Cllr Mr S Whiteley proposed that the Council advise they have no comments as to this application, this was seconded by Cllr Mr I MacLeod and unanimously agreed.

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

Cllr Mr I MacLeod proposed supporting this application, this was seconded by Cllr Ms J Trehitt and unanimously agreed.

13. FINANCE

13.1 Invoices – Cllr Ms J Trehitt proposed that the payments as listed should be made, this was seconded by Cllr Mrs C Burrow, and unanimously agreed.

13.2 Monthly statement – this item is deferred to the next meeting in May as it will be a full statement for the 2016/17 financial year.

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.

- 1 A member of the public mentioned that there had previously been a suggestion that WDBC be contacted and asked to lift the TPO on the tree whose roots are affecting the pavement below the mini roundabout.
- 2 Mrs C Hughes advised that one of the WDBC planning officers had advised that Wain Homes are the owners of the piece of land formerly allocated for a Medical Centre – therefore they are the owners of the land where the trees whose roots are affecting the footpath are situated.
- 3 Mrs C Hughes suggested that the proposed letter to Mrs G Hoggins as to her resignation from the Council should be signed by all Councillors.
- 4 Mrs C Hughes advised that at the recent Joint Local Plan consultation meeting she had spoken to WDBC planning officer Mr T Jones – he was very supportive of the Council's

S106 monitoring group, and he also advised that in the case of breaches of planning permissions then complaints from residents carried a certain weight. It was agreed that the proposed response to the complainant as per agenda item 10 would include this advice.

- 5 Mrs C Hughes asked what was happening reference repairs to the footpath across the Memorial Park – the Clerk advised that she had been asked to remind Sam Jeffcoat of DCC that the footpath needs repairing, this was to be done at the beginning of the 2017/18 financial year.
- 6 Mrs S Knott asked if the Council should consider writing to WDBC with reference to the planning breach regarding the pavers/tarmac issue at Batheway Fields.

The meeting re-opened.

With reference to the suggestion from Mrs S Knott (see 6 above), Cllr I MacLeod proposed that NTTC write to WDBC accordingly, this was seconded by Cllr Miss B Rice and unanimously agreed.

15. Parish Matters

- 15.1 The clerk was requested to remind the electrical contractors of the necessary repairs to the clock tower lighting.
- 15.2 It was reported that daffodils are being ripped out and thrown into the road at a couple of locations in and around the town. The Clerk will include mention of this in the Council's Roundabout article.
- 15.3 It was reported that the clothing bank in the Copper Key carpark has been removed, but no-one had any knowledge of why this is.
- 15.4 It was reported that at Bouchers Hill, in the region of Highridge Farm, the gutters and drains are blocked with leaves. The clerk will check who can undertake clearance work, and ask for this to be put in hand – ie possibly parish lengthsman.

16. Date of next meeting

The next Ordinary Meeting of the Town Council shall be Tuesday 2 May 2017. The Annual Meeting of the Town Council will also take place on this date.

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.

- 1 The Council agreed to accept a quotation for necessary works to trees further to the recent tree inspection report, and the Clerk will instruct the contractor accordingly. Acceptance of the quotation was proposed by Cllr Mrs C Burrow, seconded by Cllr Mr I Palmer, and unanimously agreed.
- 2 The Clerk was requested to speak to the contractor with reference to proposed replanting on the site where the beech tree was removed in December (boundary of school and cemetery).
- 3 The Council agreed to contract a standby administration officer, on a short term basis initially, to cover agreed leave of the Clerk and Temporary Clerk. This agreement was proposed by Cllr Mr I Palmer, seconded by Cllr Mr S Whiteley, and unanimously agreed.
- 4 There was discussion around a query from a resident about Section 106 monies.

The meeting closed at 9.35 pm