

NORTH TAWTON TOWN COUNCIL

Town Clerk  
Mrs Rosalind Rice  
Assistant Town Clerk:  
Mrs Sarah 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 6<sup>th</sup> March 2018** at **7.30 pm.**

Dated this 28 February 2018



Town Clerk

**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.

**Fire Safety Notice**

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 6 February 2018 at 7.30 pm (copy previously circulated).
- 3.2 To approve and sign the minutes of the Planning Site Inspection meeting held on Friday 16 February at 10 am, on site at land opposite the Copper Key, and afterwards at the Council Offices. (copy previously circulated).
- 3.3 To approve and sign the minutes of the meeting of the NTTC Parking and Transport Group held at the Council Offices on Tuesday 20 February at 11 am. (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.
  - 4.1.1 Further to communication with DCC Highways, the Council has been advised that all the yellow lines in the town are to be repainted.
- 4.2 Cllr Ms J Trehitt to update Members on the NT Neighbourhood Plan.
- 4.3 Section 106 Monitoring Group update
- 4.4 Cllr S Whiteley and Cllr I Macleod to Report on the Denbrook Community Fund.
- 4.5 Updates from WDBC Ward Member Cllr Mrs L Watts.

5. **Ongoing issues**  
'Action Log' attached at Annex A.
6. **Consultations/Newsletters/Invitations**
- 6.1 WDBC has arranged training for Town and Parish councils, at Kilworthy Park, Tavistock on Wednesday 18 April from 3pm to 5.30 pm. Topics will include: Elections and casual vacancies, register of interests, personal interests, disclosable pecuniary interests, the Code of Conduct, and dealing with predetermination and bias. Closing date for attendees is 23 March 2018, maximum 2 persons per Council. The Council is to decide which Members should attend.
- 6.2 Mr David Botting-Page, Sampford Courtenay Parish Councillor, is holding a meeting with neighbouring parishes to discuss how to make the best use of local footpath networks and promote increased access and partnership working. The initial meeting is 7pm on Thursday 15 March in Sampford Courtenay Village Hall. Cllr Aplin has volunteered to attend this meeting.
- 6.3 West Devon CVS are holding a Community and Wellbeing event in the Town Hall on Friday 27 April 2018 from 2pm to 6pm. The event is free of charge, and is intended for organisations to promote and market what they do, to benefit residents of all ages in the community. The Council are to consider if they wish to book a table, with the aim of promoting what the Council does, and also to provide information on the Neighbourhood Plan.
- 6.4 WDBC have advised that the date of the next meeting of the Leader, Deputy Leader, Director, and Town Mayors and Clerks is Tuesday 20 March at 3pm at Kilworthy Park, Tavistock. The agenda includes the WDBC 2018/19 budget, waste and recycling, and general service update.
7. **Report on initial meeting of Transport and Parking Group**  
Cllr Whiteley will report on the above meeting.
8. **WDBC Press Release**  
To consider the press release received from WDBC regarding the closure of Customer Services Centre, St James Street, Okehampton – please refer to Annex D.
9. **PLANNING MATTERS**  
To consider Planning Applications received from West Devon Borough Council
- 9.1  
**Application No:** 0210/18/VAR  
**Proposal:** Variation of condition 4 (approved plans) following grant of planning consent 01037/2013.  
**Location:** Bathway Fields Land West of High Street North Tawton  
**Applicant:** Wain Homes
- 9.2  
**Application No:** 4237/17/FUL  
**Proposal:** Part retrospective change of use of barn to residential accommodation.  
**Location:** Barn at Bouchers Hill, North Tawton, Devon  
**Applicant:** Mr & Mrs N Davies
- 9.4  
**Application No:** 4237/17/FUL  
**Proposal:** Notification for prior approval for proposed change of use of agricultural building to dwellinghouse (Class C3) (resubmission of 1669/17/PDM)  
**Location:** Barn SX 672 101, Exeter Street, North Tawton  
**Applicant:** Mr K Rice

## 10. FINANCE

- 10.1 Invoices.** To approve payments listed at Annex B in accordance with bank mandate (to be circulated at meeting).
- 10.2 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.
- 10.3 Request from Okehampton District Community Transport Group for assistance with funding, due to some existing funding being withdrawn**  
The council has received a letter from Sue Wonnacott, coordinator of the Okehampton District Community Transport Group (ODCTC), advising that previous NHS funding in the sum of £6993 per annum has been withdrawn with no notice. Combined with an increase in demand and increases in costs all round, this means that the group are desperately in need of more financial assistance. Please refer to Annex C for more information.

## 11. 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 – PLEASE QUOTE AGENDA ITEM NUMBER**. 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.

## 12. 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.

## 13. Date of next meeting

The next Ordinary Meeting of the Town Council shall be Tuesday 3 April 2018.

## 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 Consider quotations for replacement polycarbonate panels to bus shelter near to Letherens Lane.
- 2 Football CIC
- 3 Report from the recent NTTC Estates Committee meeting.