

NORTH TAWTON TOWN COUNCIL

Town Clerk:
Mrs R Rice

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

Minutes of an Ordinary Meeting of North Tawton Town Council at the Council Offices on Tuesday 6th March 2012 at 7.30 pm.

Present: Cllr P Brickley Cllrs Mrs C Burrow
Cllr K Hodge Cllrs Mrs G Hoggins
Cllr I MacLeod Cllr Mrs J Morgan
Cllr N Morgan (Chairman) Cllr P Ward

Mrs C Hughes and Cllrs J McInnes were in attendance.

Open Forum – There were no members of the public present who raised any issues.

1. **Apologies for Absence** - Apologies were received from Cllr Mrs B Acaster (illness), Cllr Mrs D Rice (previous engagement), Cllr Mrs J Rosser (holiday) and Cllr Mrs A Ponsford (childcare).

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 the Council held in the Council Offices on 7th February 2012, which had previously been supplied to all Councillors, were taken as read and signed by the Chairman as a true record.

3.2 The minutes of the Planning Meeting of the Council held in the Council Offices on 21st February 2012 which had previously been supplied to all Councillors, were taken as read and signed by the Chairman, as a true record.

4. **Working with neighbouring parishes**

Cllr J McInnes outlined a new initiative available to parishes working with neighbouring parishes to access a small amount of funding. Funding is available to help parishes sharing services to improve service. Cllr McInnes suggested neighbouring parishes could work jointly with P3 public footpaths, annual insurance procurement, there were many other things he was open to any suggestions.

Then various matters regarding North Tawton were put to Cllr McInnes

- Barton Street light, which is still outstanding
- Weed spraying
- Traffic
- Bridge
- Road layout in The Square
- Section 106 contributions to Local Services
- Salt bins
- Meeting with Head of DCC Highways

Cllrs McInnes confirmed that he would take these matters up with DCC.

The Chairman thanks Cllr McInnes for attending the meeting.

5. Updates

Chairman to update the Council on various issues, including

- Wool Mill planning and Listed Building applications have been granted, subject to a Section 106 agreement, by West Devon Borough Council.
- Horrabridge Parish Council have recently employed a Handyperson to carry out duties including street sweeping. The Clerk was requested to contact Horrabridge Parish Council to gain information.
- The Royal British Legion has their 90th Birthday celebration in the Town Hall, The Chairman, as Ward Member for West Devon Borough Council and Deputy Chair attended on behalf of the Town Council.

5.1 North Tawton Community Games and Culture Week 2012

Mrs C Hughes provided an update on the progress:

- Provisional timetable is well in hand
- T-shirts were to be available.
- Sponsorship was going well, the organizers were very Grateful to the sponsorship already received.
- Schedule for Marquee events is well in hand
- Brochure would be available by the end of April, which includes illustration from some school children. The brochures would be delivered by hand.
- Jubilee Beacon – the Clerk was requested to contact South Tawton Parish Council to ascertain the time that they were lighting their Beacon.

6. Ongoing issues

The 'Action Log' was updated as follows:

1. Barton Street Light – Cllr McInnes was going to follow this up with DCC on our behalf.
2. Letter to Mr Tucker re: Footpath - Cllr McInnes was going to follow this up with DCC on our behalf.
3. Exeter Street Road Closure - Cllr McInnes was going to follow this up with DCC on our behalf.

Working with neighbouring parishes was added to the log.

7. Standing Orders

Amendment to Standing Orders to include procedure regarding invitations received to events and receptions. This was deferred to the 3rd April meeting.

8. Town Clerk – Annual Leave

The Town Clerk's annual leave request was granted and it was therefore agreed to hold the September Council meeting on the 11th September instead of the 4th September. The Agenda summons will be published on 6th September 2012 in accordance with the Standing Orders.

9. Grass Cutting/Landscape Maintenance Tender – 2013

The request from Golden Leaf Landscaping regarding whether the Grass Cutting/Landscape Maintenance contract needs to be put out to tender in 2013 was discussed. The Standing Orders state "Any proposed contract for

the supply of goods, materials, services and the execution of works with an estimated value in excess of £10,000 shall be procured on the basis of a formal tender”.

Councillors felt that a formal tender showed that the Council was acting transparently and openly, it was therefore resolved that the Grass Cutting/Landscape Maintenance would go out to tender. The Clerk was requested to write to Golden Leaf Landscaping explaining the Council's decision and reasons for the decision.

10. Consultation documents

Golden Leaf Landscaping report for February was distributed and noted.

11. Finance

Invoices.

11.1 Members inspected invoices and bank statement and appropriate payments were made in accordance with bank mandate.

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

11.4 Flower Baskets/Troughs

The quotations from Grannies Meadow for the flower baskets/troughs, for £320.92 was agreed. Grannies Meadow has also suggested that shrubs be provided so that when the summer flowers died off there would be greenery for the winter. The cost of the shrubs would be £4.50 each.

12. Urgent matters at discretion of Chairman

Cllr Brickley request that an item regarding the possible closure of the Chemist Shop in The Square/Exeter Street be placed on the agenda for the 3rd April meeting.

13. Date of next meeting:

The next ordinary meeting of the Town Council shall be held in the Council Offices on Tuesday 3rd April 2012 at 7.30pm. The Annual Town Meeting will be held on 17th April and the AGM of the Town Council will be held on 1st May.

Part One of the meeting ended at 8.40 pm and went into closed session to consider Part Two of the Agenda.

Cllr McInnes and Mrs C Hughes were asked to leave the meeting.

