

NORTH TAWTON TOWN COUNCIL

Town Clerk:
Mrs R Rice

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

Minutes of the Ordinary Meeting of North Tawton Town Council at the Council Offices on Tuesday 2nd October 2012.

Present: Cllr S Blood Cllr K Hodge
Cllr Mrs G Hoggins Cllr N Morgan (Chairman)
Cllr Mrs J Morgan Cllr I MacLeod
Cllrs Mrs D Rice Cllr Mrs J Rosser
Cllr S Whiteley

Three members of the public were present.

AGENDA

Open Forum

Mrs S Knott spoke to the Council regarding the proposed produce market, which she hoped the Town Council would support. Mrs Knott re-iterated that this would be a local produce/community market, selling homemade, home produced products/goods. Mrs Knott did not have a venue in mind, but thought there was the option of the Town Hall, Lakeway Church or even the Youth Centre. Councillors asked a few questions, following which the Clerk was requested to write to the North Tawton Town Hall Management Committee to clarify the difference between a coffee morning, table top sale and a local produce market, and also would the Town Hall Management Committee allow a local produce market to be held in the Town Hall.

Following the Open Forum Cllr J Rosser questioned the timing of the Open Forum. In the past the Open Forum commenced at 7.15 pm before Council business started at 7.30 pm. The Clerk informed the Council that as the Agenda for meetings had to be published on the Wednesday prior to the meeting on the following Tuesday, she had to state a time that the meeting started, and sometimes requests to speak at the Open Forum were received after the agenda had been published. Following further discussion it was resolved that persons wishing to speak in the Open Forum should notify the Clerk by mid-day on the Wednesday before the meeting on the following Tuesday, this would enable the Clerk to use her judgement on the start time of the Open Forum and the Council Meeting.

1. **Apologies for Absence** - Apologies were received Cllr Dr P Brickley and Cllr Mrs C Burrow
2. **Declarations of Interests** – 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 11th September 2012, previously circulated were agreed and signed.

3.2 The minutes of the Planning and Estates Committee held in the Council Offices on 25th September 2012, previously circulated were agreed and signed.

4. Updates

4.1 The Chairman updated on various issues:

- Rhys Davies, Devon County Council Highways had agreed to attend the next Council Meeting on the 6th November 2012.
- The Chairman had received a complaint about noise and traffic from the Motor Bike Rally held at the Rugby Club. It was pointed out that the extra traffic could have been as a result of the accident at De Bathe Cross on the Saturday evening. The Clerk pointed out that this Rally would have required a Licence from West Devon Borough Council and the complainant should be informed to contact them direct.
- Cllr Baldwin from West Devon Borough Council has responded to the letter sent to all West Devon Councillors regarding Denbrook. Cllr Baldwin supports North Tawton Town Council and the contents of the letter.
- Land at Shellsley planning application – the Chairman reported that West Devon Borough Council had still not made a decision regarding this application.
- The Old Woollen Mill planning application – the Chairman reported that the Section 106 agreement was still being negotiated.
- Barkers Way planning application – The Chairman reported that the Section 106 agreement was still being negotiated.
- TAP fund – The Chairman reported that it had been suggested that North Tawton should submit a bid to the TAP fund as one Council as we have not been able to secure a joint bid with any neighbouring parishes.
- The Chairman confirmed that RES have not yet submitted an application to vary the noise conditions.
- A letter had been received from the new editors of the Roundabout stating that we would not be charged for the North Tawton Town Council articles in the Roundabout magazine. The annual charge has been £54 in the past.
- West Devon Homes were holding their AGM on the 23rd October 2012 and any member of the Town Council could attend if they wished.
- The Town Council has been notified that a legacy of £600 has been left to the Town Council for the upkeep of graves in the cemetery. The Clerk confirmed that the money had been received and a letter of thanks has been sent to the Solicitors acting for the Executors.

4.2 Cllr Mrs J Rosser gave a brief update on the Den Brook Community Council meetings. No other meetings have been held since the last update, and to date no application had been submitted to West Devon Borough Council for the variation of the noise conditions. The Agreement for the distribution of monies is currently with the Lawyers.

4.3 Cllr Mrs G Hoggins attended a meeting with Cllr N Morgan with a representative of Wallingbrook Health Group, but for commercial reasons could not divulge the details of this meeting to Councillors at the present time.

4.4 Cllr Mrs G Hoggins attended the recent meeting of the Patient Participation Group, as a substitute for Cllr I MacLeod; she would like

to congratulate members for their hard work on this group and would like to encourage younger members to get involved.

5. Ongoing issues

The 'Action Log' was updated.

- The website went live on 1st October 2012 – website address Northtawntowncouncil.co.uk – An application has been sent to Google so that the address will go up through the search rankings, but this may take several weeks.
- TAP fund – weed spraying was now going to be included in the Grass Maintenance Contract. It was suggested that we should ascertain whether we can apply for funding as one Council because we have been unable to get a neighbouring parish to submit a joint application.
- Market Street Junction – this would be brought to the attention of Rhys Davies, DCC at the next meeting.
- Traffic speed this would be brought to the attention of Rhys Davies, DCC at the next meeting.

6. Safety Inspection and Risk Assessment – Memorial Park

The Safety Inspection and Risk Assessment carried out by Tony Mogford Associates Limited was discussed. It was resolved that the Planning and Estates Committee should discuss this at their next meeting on 16th October 2012 and report back to the full Council their action plan. The Stone Walling report produced by Robert Hicks was discussed and it was resolved that the Planning and Estates Committee should discuss this at their next meeting on the 16th October 2012.

7. Devon Heritage Centre

The letter received from the Devon Records Office regarding their new Devon Heritage Centre was noted.

8. Procedures and Standing Orders

Cllr S Whiteley raised an issue regarding the Standing Orders. Item 1(w) reads:

No business may be transacted at a meeting unless at least one third of the whole number of members of the Council are present and in no case shall the quorum of a meeting be less than 3.

Cllr S Whiteley proposed that Item 1(w) should read

No business may be transacted at a meeting unless at least one third of the whole number of members of the Council are present and in no case shall the quorum of a meeting be less than 4.

After some discussion it was resolved that the wording should be changed as above.

Cllr S Whiteley also raised an issue regarding Standing Orders Item 15. Cllr S Whiteley proposed that an addition item should be added, as below:

15 (vii) No business may be transacted at a meeting unless at least 4 members of the committee are in attendance.

After some discussion it was resolved that the Standing Order 15 (vii) should be added, as above.

9. Park Benches

Cllr S Whiteley questioned the whereabouts of the park picnic benches following refurbishment of the Memorial Park. The Clerk reported that she believed the picnic benches had been dismantled and were stored in the Chapel of Rest building. It was hard to ascertain whether the stack did include the park benches, and the wood did look in a poor state. The Clerk was requested to ascertain whether they could be assembled again or whether it would be more prudent to purchase new park benches. The Clerk was requested to ascertain the purchase price of new benches.

10. Shelter Devon

Item 12.3 on the Agenda was brought forward. The request received from Shelter Devon was discussed and it was resolved, with regret, that the Town Council would not offer grant aid to Shelter Devon.

11. Local Produce Market

The request to consider North Tawton Town Council supporting a Local Produce Market was discussed. After some discussion it was resolved that the Town Council would support a Local Produce Market as they felt that in other villages/small towns where markets are held, rather than taking business away from existing shops and other businesses, it brought more business into the area. The venue for such a Produce Market was discussed: Town Hall, Lakeway Chapel and the Youth Club were suggested. The Town Clerk was requested to write to the North Tawton Town Hall Management Committee to clarify the difference between a coffee morning, table top sale and a local produce market, and also would the Town Hall Management Committee allow a local produce market to be held in the Town Hall.

12. Golden Leaf Landscaping report

The Golden Leaf Landscaping report for September was considered and noted.

13. Finance

13.1 Invoices. Members inspected the invoices and bank statements and appropriate payments were made in accordance with bank mandate.

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

14. Urgent matters at discretion of Chairman – The Chairman reiterated that Rhys Davies, Devon County Council Highways had agreed to attend the next Council Meeting on the 6th November 2012, and suggested that we should allow Rhys Davies to answer questions and update the Council at the beginning of the agenda.

15. Date of next meeting

The next meeting of the Council shall be 6th November 2012.

The meeting closed at 8.50 pm.