

NORTH TAWTON TOWN COUNCIL

Town Clerk:
Mrs R Rice

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

Minutes of the Meeting of North Tawton Town Council held at the Council Offices on Tuesday 8th January 2013 at 7.15 pm.

Present: Cllr S Blood Cllr Dr P Brickley
Cllr Mrs C Burrow Cllr K Hodge
Cllr Mrs G Hoggins Cllr N Morgan (Chairman)
Cllr Mrs J Morgan Cllr I MacLeod
Cllr Mrs A Ponsford Cllrs Mrs D Rice

4 Members of the public were present

AGENDA

Open Forum

Mr M Hann addressed the Council regarding the scaffolding he had erected in the Church Yard behind the Fountain Inn. Mr Hann stated the scaffolding had been erected so that work to convert the loft space of the Fountain Inn to create two flats could take place once planning permission had been granted. He did not realise that the planning permission process would have taken so long. Mr Hann stated he did not like the tone of the letter that the Town Council had sent; he did not wish to be obstructive and was happy to meet any Councillors on site.

Mr M Hann also addressed the Council regarding planning application 03286/2012 Conversion of loft space to create two flats at The Fountain Inn. Mr Hann said that progress had been made with the Planners and English Heritage, all of their concerns had been addressed. Mr P Rowan, Agent, had received agreement in principle. The rooflights had been modified, and significant changes had been made to the plans. Mr Hann was asked when would the building works be started and he stated that work would commence soon after planning permission had been approved, and he was unsure how long the work would take to complete. He was not sure whether the chimneys needed to be taken down.

1. **Apologies for Absence** – Apologies for absence were received from Cllr Mrs J Rosser and Cllr S Whiteley.
2. **Declarations of Interest** – Cllr N Morgan declared an interest in Items 10.1 and 10.2 on the agenda (Planning Applications) as Ward Member.

Agenda Items 10.1 – 11.2 (Planning matters) were brought forward.

Cllr N Morgan left the room whilst the Planning Applications were discussed.

PLANNING MATTERS

- 3 **To consider the planning applications received from West Devon Borough Council and to make recommendations.**

3.1 03286/2012

Fountain Inn, Exeter Street, North Tawton, EX20 2HN
Conversion of loft space to create two flats

The Clerk read out the Conservation Officer's comments regarding the application. The Conservation Officer stated "*I am not in favour of the use of standard Velux GPL rooflights with a stuck on fake glazing bar. There are not even considered a "conservation" design by Velux. There are a variety of well designed and made rooflights on the market and I would expect one of the better quality systems to be used on such a prominent historic building in a Conservation Area next to the parish church*".

Following some discussion it was resolved to support the application provided the Conservation Officer's comments were satisfied.

3.2 03327/2012

Land adjacent to 1 Park House, Fernleigh Close, North Tawton

Outline application for erection of 2 dwellings

Two letters of objection sent to West Devon Borough Council were summarised by the Clerk.

After some discussion it was resolved to object to the application on the following grounds:

- overdevelopment of the small site
- amenity levels
- unacceptable detrimental impact upon highway safety.

4. To note decisions of West Devon Borough Council

4.1 03209/2012

Taw Valley Creamery, North Tawton, EX20 2DA

Erection of two 60000 litre silos on land adjacent to existing silos

Condition Consent – 6/12/12

Noted

4.2 02603/2012

Land adjacent Barkers Way, North Tawton

11 Affordable Residential Units

Following completion of Section 106 agreement –

Conditional Consent – 18/12/12

Noted

At this point Cllr N Morgan returned to the meeting.

5. Minutes of the Previous Meetings

5.1 The minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 4th December 2012, previously circulated. were approved and signed.

5.2 The minutes of the Planning and Estates Committee of North Tawton Town Council held at the Council Offices on Monday 3rd December 2012, previously circulated, were approved and signed, with an amendment changing Planning and Licensing Committee to Planning and Estates Committee.

Following the approval and signing of these Minutes, including Part II, The Chairman of the Planning and Estates Committee informed Councillors that Golden Leaf Landscapes had been awarded the tender for the Grass Maintenance Contract for the next 3 years.

5.3 The minutes of the Finance Committee of North Tawton Town Council held at the Council Offices on Monday 17th December 2012, previously circulated were approved and signed.

6. Precept 2013/14

Members were circulated a Draft Budget 2013/14 and also informed the predicted income and expenditure for remaining 3 months of the financial year. Members considered the draft budget, line by line. Cllr N Morgan stated that WDBC were having to find savings and possible service cuts. After some discussion including the dog warden, water rates, tables and chairs, grants and donations and building the reserves, it was agreed that the precept from West Devon Borough Council should be £77,357.00 The Clerk was requested to submit the Precept Form to West Devon Borough Council. The Clerk was also requested to include an article in the Roundabout Magazine regarding the precept.

7. Updates

7.1 Chairman to update the Council on various issues including:

- There has been some concern regarding the Bridge at the bottom of Fore Street, Cllr N Morgan read out an e-mail received from Devon County Council
"The bridge is in the programme for edge beam strengthening, there are old steel beams supporting the masonry parapets that require replacing/strengthening, but I have asked the engineers working on this one to look at an option of strengthening in-situ to minimise disruption, especially to Gregory's and the Dairy. Ian Glover will be installing a prop under one of the beams, but again this is nothing for anyone to be concerned with – I doubt anybody will notice that it is there. When we have details of the proposed strengthening I will consult with the community in the normal way".
- An invitation had been received from Devon Senior Voice to a meeting with the Crime Commissioner on 12th February 2012.
- Planning application 02914/2012 Land adjacent to Shellsey, North Tawton – an e-mail explanation had been received from the Planning Officer, Laura Batham in response to my request for Section 106 funding should the application be approved.
"Thank you for your e-mail. The Town Council have not highlighted on their consultation that they would request additional contributions. However, we cannot request additional contributions on developments of under 10 houses and there are no local policies to trigger this. The Section 106 agreement is only required for Policy SP9 relating to affordable Housing Contributions. I will be happy to advise the Town Council further if they have any questions regarding this and please do not hesitate to contact me".
The Clerk was requested to get further clarification on Section 106 contributions and if necessary ask for a Planning Officer to attend a future meeting of the Town Council.
- PCSO Coleman had provided crime figures for the month of December 2012 with a comparison for December 2011.
1/12/12 – 31/12/12 No offences occurred.

1/11/11 – 31/12/11 5 offences occurred (1 burglary (undetected), 1 criminal damage to a vehicle (undetected), 1 theft (undetected), 1 theft by an employee (undetected), 1 criminal damage to property valued under £5000 1 offender cautioned)

7.2 Cllr Dr P Brickley updated members regarding Denbrook Wind Turbines/RES. To date, the application to vary the noise condition had not been submitted to West Devon Borough Council.

7.3 Cllr Dr P Brickley updated Members regarding the Neighbourhood Plan Project. Draft terms of reference had been submitted to West Devon Borough Council and some slight amendments were being made. The next meeting of the Neighbourhood Plan Project would be arranged soon. Cllr Dr P Brickley was to attend a training session on Neighbourhood Planning.

8. Ongoing issues

The 'Action Log' was amended as follows:

- Working with neighbouring parishes – TAP fund – Cllr N Morgan and Cllr I MacLeod were meeting with the Chairman of Chagford Parish Council to discuss a possible joint TAP funding application for extra days for the Parish Lengthsman. Following this meeting the Clerk was requested to contact Winkleigh Parish Council regarding the possible joint TAP fund application for the Okehampton Community Transport Scheme.
- Market Street Junction/Traffic Speeds and other highways issues – the Clerk was requested to write to the Chief Executive of Devon County Council raising concerns about the highways issues the Town Council have and the apparent lack of progress on any of the issues.

9. Councillors contact details – Website

After some discussion it was agreed that contact details should be published on the Town Council's website, with the exception of Cllr I Macleod's home telephone number, however he was willing that his mobile number could be published.

10. TAP funding

As stated in the 'Action Log' Cllr N Morgan and Cllr I MacLeod were meeting with the Chairman of Chagford Parish Council to discuss a possible joint TAP funding application for extra days for the Parish Lengthsman. Following this meeting the Clerk was requested to contact Winkleigh Parish Council regarding the possible joint TAP fund application for the Okehampton Community Transport Scheme.

11. Golden Leaf Landscaping report

The December report of Gold Leaf Landscaping was noted. The Clerk was requested to contact Golden Leaf Landscaping regarding the brambles overhanging the wall between St Peter's Church Yard and the garden of Court Green.

12. Proposed new gate – Footpath No 9

The report regarding the proposed new gate to Footpath No 9 (Taw Bridge, Fore Street) was considered, and after some discussion it was agreed that a 1m self-closing gate should be installed beside the existing field gate, and the Town Council should pay £100 - £120 for the installation. It was noted that Devon County Council has agreed to supply the materials and the cost of

installing the new gate should be funded by North Tawton Town Council. The Clerk was requested to write to the landowner and the tenant farmer to obtain written confirmation that they agree to the installation of the new gate. When this had been received the Clerk was requested to contact Devon County Council.

13. Heritage Lottery Application – New Railings in Memorial Park and works to Walling owned by the Town Council

After some discussion it was agreed that Cllr S Blood and Cllr I MacLeod should gather information etc., for a Heritage Lottery funding grant to be submitted for new railings in the Memorial Park and works to the walling owned by the Town Council.

14. FINANCE

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

14.2 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.

15. Urgent matters at discretion of Chairman – The Chairman raised an urgent item. A letter had been received from North Tawton Town Hall Committee following water damage to the floor within the Town Hall. The letter requested a financial donation from the Town Council towards the repairs which was stated to be in the region of £6,500. Cllr Mrs A Ponsford declared an interest, but not a pecuniary interest, as she was the Treasurer of the Town Hall Management Committee. Cllr Mrs A Ponsford explained to Members that the Town Hall Management Hall Committee felt that the problem had arisen because the path leading from The Square to the Church Yard was badly cracked close to the Hall walls and this was allowing water to seep down into the wall. They understood that the pathway and Churchyard were the responsibility of the Town Council. The Clerk stated that she had contacted the Exeter Diocese and they had stated that they did not have any records regarding the ownership of the path but suggested that the 1847 tithe map held at the Devon Heritage Centre may give some information regarding the ownership of the path.

As this matter was an urgent item and no decision could lawfully be made the discussion that followed was that Members felt that the Town Hall Management Committee should obtain a Structural Engineer's report to ascertain the extent of the problem and the cause of the problem. The Clerk was requested to attend the Devon Heritage Centre to check the 1847 tithe map and that an item would be placed on the agenda for the 5th February 2013 meeting, or if necessary an extraordinary meeting of the Town Council

16. Date of next meeting

The next meeting of the Council shall be 5th February 2012.