

# NORTH TAWTON TOWN COUNCIL

Town Clerk:  
Mrs R Rice

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

You are hereby summoned to the Annual Meeting of North Tawton Town Council to be held at the Council Offices on **Tuesday 6<sup>th</sup> May 2013 at 7.15 pm.**

Dated this 30<sup>th</sup> April 2014



Clerk of the Council

## **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.

Devon Heartlands Community Development Trust - presentation regarding the reinstatement of a rail service between Okehampton and Exeter

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. To elect a Chairman and Vice-Chairman of the Council.
4. **In Accordance with Standing Order 2 j:** - Standing Orders attached.
  - Appointment of any new committees, confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors) and receipt of nominations to them.
  - Review of delegation arrangements to committees, sub-committees, employees and other local authorities.
  - Review of the terms of references for committees.
  - Receipt of nominations to existing committees.
  - Review and adoption of appropriate Standing Orders and Financial Regulations. (In accordance with Standing Order 30 Responsible

- Financial Officers Financial Regulations attached).
- Review of representation on or work with external bodies and arrangements for reporting back.
  - Review of inventory of land and assets including buildings and office equipment. – (Note: This is part of the Audit procedure)
  - Review and confirmation of arrangements for insurance cover in respect of all insured risks – Clerk to update
  - Review of the Council's and/or employees' memberships of other bodies.
  - Establishing or reviewing the Council's complaints procedure.
  - Establishing or reviewing the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998. (Standing Order 27)
  - Establishing or reviewing the Council's policy for dealing with the press/media. (Standing Order 28)
  - Setting the dates, times and place of ordinary meetings of the full Council for the year ahead. – schedule previously circulated

#### **Minutes of the Previous Meetings**

- 5.1 To approve and sign the minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 1<sup>st</sup> April 2014. (Copy to follow).
- 5.2 To approve and sign the minutes of the Planning Committee of North Tawton Town Council held at the Council Offices on Tuesday 8th April 2014. (Copy to follow).
- 5.3 To approve and sign the minutes of the Extraordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 29<sup>th</sup> April 2014. (Copy to follow).

#### **6. Updates:**

- 6.1 Chairman to update the Council on various issues.
- 6.2 To receive a brief update from Cllr Dr. P Brickley regarding the Neighbourhood Plan project.
- 6.3 To receive a brief update from Cllr S Blood regarding the Lottery Bid application.
- 6.4 To receive a brief update from Cllr I MacLeod regarding the Patients Participation Group.

#### **7. Ongoing issues**

'Action Log' attached at Annex A.

#### **8. RoSPA – Annual Safety Inspector Report – Memorial Park**

To consider the Annual Safety Inspecting Report carried out by RoSPA for the Memorial Park – Annex B.

#### **9. Changes to the provision of Policing Services in West Devon**

To consider the changes to the provision of policing services in West Devon – Annex C.

10. **North Tawton Emergency Plan**  
To receive a report from the Emergency Plan Working Group.
11. **West Devon – Our Plan**  
To consider delegates for attend a workshop on 9<sup>th</sup> May 2014, 10 am – 1 pm at Kilworthy Park. – Annex D
12. **Devon Association of Local Councils**  
To consider the renewal of Membership to the Devon Association of Local Councils.
13. **North Tawton Environment Trust – land at Devonshire Gardens**  
To receive an update on the North Tawton Environmental Trust land at Devonshire Gardens and consider the Town Council’s response.
14. **Denbrook Community Liaison Group**  
To consider North Tawton Town Council’s current view for the negotiations for community funding.
15. **Works to Taw Bridge – Compensation to nearby residents**  
To consider whether North Tawton Town Council should pursue, on behalf of nearby residents, making a claim for compensation.
16. **Street Sweeping**  
To finalise details regarding the street sweeping in North Tawton.
17. **Golden Leaf Landscaping report** for March – Clerk to update.
18. **Proposed Summer Councillors Social Event**  
To consider details for the proposed summer social event for Councillors.
19. **FINANCE**
  - 19.1 **Invoices**. To approve payments listed at Annex A (to follow) in accordance with bank mandate.
  - 19.2 **Monthly statement** – to receive the monthly statement and to consider adoption. To make appropriate transfer from reserve accounts to current account to allow payments to be made.
20. **Questions/Comments from members of the public**  
The meeting shall be suspended prior to Any Other Business to allow members of the public to comment/ask a question on any **agenda item only**. Time shall be limited to 2 minutes per person, up to a maximum of 3 persons.
21. **Any other business**  
No decision may lawfully be made under this item but matters may be discussed which involve no more than an exchange of information.
22. **Date of next meeting**  
The next meeting of the Council shall be 3rd June 2014.