

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 held at the **Council Offices** on **TUESDAY 1st April 2014** at **7.30 pm**.

Present: Cllr S Blood Cllr Dr P Brickley
Cllr Mrs C Burrow Cllr K Hodge
Cllr A Gillespie Cllr I MacLeod
Cllr Mrs J Morgan Cllr N Morgan (Chair)
Cllr Mrs A Ponsford Cllr Mrs D Rice
Cllr S Whiteley

3 Members of the public were present.

Open Forum – No members of the public raised and issues.

1. **Apologies for Absence** – Apologies were received from Cllr Mrs G Hoggins (illness)

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 North Tawton Town Council held at the Council Offices on Tuesday 18th March 2014, previously circulated, were agreed and signed, with two amendments. (Page 3 item 7.3 deletion of the letter “5”, Item 23 – amendment 9.30 am – 12.00 noon).

3.2 The minutes Estates Committee of North Tawton Town Council held at the Council Offices on Wednesday 19th March 2014, previously circulated, were agreed and signed, with one amendment – Exempt report – amendment “Two” quotations.

4. **Updates**

4.1 The Chairman updated the Council on various issues.

- Richard Sheard, Chief Executive at West Devon Borough Council retired on 31st March 2014. Two Executive Directors had been appointed, on a trial basis, realising a saving of £84,000.

4.2 Cllr Dr. P Brickley gave a brief update regarding the Neighbourhood Plan project.

- Stuart Todd had agreed terms/conditions and will submit the funding application. Stuart will attend a future meeting of the Neighbourhood Plan Group. Prof Chris Balch is hoping to provide a student to help with the traffic survey and a programme of work for experience in Neighbourhood Planning. Public consultations will continue, including focus mornings and call for sites updates. Data entry of the questionnaires is continuing. West Devon will be carrying out a Housing Needs survey. Cllr Dr P Brickley and Cllr S Blood were attending a Neighbourhood Plan Camp in Oxford at the weekend.

4.3 Cllr S Blood gave a brief update regarding the Lottery Bid application.

- The bid has been through the 1st phase, an officer has been appointed, and it is good that the bid has got that far.
- 4.4 Cllr I MacLeod gave a brief update regarding the Patients Participation Group.
- Nothing to report, apart from the Healthy Living Day in the Town Hall.

5. Ongoing issues

The 'Action Log' was updated.

- Clerk to chase up with regard to the ownership of land at Old Crawfords Yard.
- Clerk to chase up regarding the Basketball Hoop

6. West Devon Borough Council – Planning Validation Checklist

After some discussion it was resolved that Cllr S Blood would respond to the consultation on the proposed changes to the Planning Application Validation Checklist, previously circulated.

7. Devon County Council – Temporary Road Restrictions

7.1 Temporary 40mph Speed Limit

A3072 between Newland Bridge and The Barton

31st March 2014 – 4th April 2014

Noted.

7.2 Temporary Prohibition of through Traffic and Parking

Fore Street, North Tawton – Road over Taw Bridge

2nd June 2014 (for a maximum of 18 months) – 30 September 2014

Noted – The Clerk was requested to arrange a further meeting regarding the arrangements during this period.

8. Barkers Way, North Tawton

The response from Devon and Cornwall Housing Association regarding rent at Barkers Way, previously circulated, was noted. The Clerk was requested to invite a representative(s) from the Devon and Cornwall Housing Association to a meeting with representatives of the Town Council and tenants to discuss the situation.

9. Photocopying Charges

The matter of photocopying of documents and proposed charges was discussed. After some discussion it was agreed that the charges should be the same as West Devon Borough Council namely:

A4 £1.00 per copy

A3 £2.00 per copy

It was further agreed that the Clerk should have the option of whether to do the copies immediately upon request, or ask for the person to return to collect the copies.

10. Town Clerk – Annual Leave

After some discussion it was resolved to agree the Town Clerk's request for Annual Leave. (22nd July – 26th August – 14 working days). It was further resolved that there would not be a meeting held during the month of August.

11. Signage – Memorial Park Car Park

The proposed signage to be placed in the Memorial Park Car Park restricting skateboard and balls games, and to consider whether any other restrictions should be included, was discussed. After some discussion it was resolved to use the same wording as the sign in the main car park in The Square.

12. More funds for Parish and Town Councils

The campaign being organised by Sevenoaks Town Council for Parish and Town Councils to receive a portion of business rates, previously circulated was discussed. After some discussion it was resolved that the Town Council should support this campaign and that the Clerk should write to Rt. Hon Eric Pickles, The Honourable David Cameron and the two local Members of Parliament.

13. TAP funding – Parish Lengthsman

The Clerk reported that the 12 months contract with Ben Pell for Parish Lengthsman work had now finished, but there was surplus TAP funds left. After some discussion it was resolved that the Chairman, Cllr N Morgan would discuss this with the Chairman of Chagford Parish Council with a proposal that the surplus funds be used to have Parish Lengthsman work carried out within the three parishes as required.

14. Golden Leaf Landscaping report

The Clerk reported on the work carried out by Golden Leaf Landscaping for the month of March. The Clerk reported also that a tree needed felling, which was situated on the bank of the Park and 40 High Street. The tree was dead. Also there was another fir tree in the park that would need to be inspected.

15. PLANNING MATTERS

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

15.1 00286/3024 –

St Peters Church, Essington, North Tawton

Works to Trees in a Conservation Area for work to 9 Lime trees on the eastern boundary of St Peters Church, to involve Crown Lifting and Remove of Overhanging Branches – as outline in the Tree Survey

North Tawton Town Council are the applicants.

Noted.

To note decisions of West Devon Borough Council

15.2 00177/2014

Householder application for conversion of garage to bedroom

16 Taw Vale Avenue, North Tawton, EX20 2AZ

Condition consent – 19/3/14

Noted.

15.3 01248/2013

14A The Square, North Tawton, EX20 2EP

Erection of notice board

Condition consent 14/3/14

Noted.

16. FINANCE

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

5.2 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.

The Chairman of the Finance Committee outlined the provisional unaudited end of year figures. The Clerk would arrange for an internal auditor to carry out the audit prior to the formal submission.

The Chair of Finance and the Clerk were thanked for their hard work.

17. Questions/Comments from members of the public

The meeting was suspended to allow members of the public to comment/ask a question on any **agenda item only**.

A member of public raised the matter of the rent at Barkers Ways, North Tawton. It was pointed out that the new residents were not in a position to turn down the offer of the tenancy, as many of them had given notice from their previous properties; they were put in a very awkward position.

The meeting opened again.

18. Any other business

Cllr S Blood raised the matter that Devon County Council Youth Service had withdrawn from the town. He felt that the youth were undervalued. A public meeting would be called. It was mentioned that events that cannot be held in the Town Hall should be encouraged to use the Youth Club in Barton Street.

Cllr A Gillespie raised the matter that the Quality Assurance Manager from the Cheese Factory would like to meet Councillors.

19. Date of next meeting

The next meeting of the Council shall be Tuesday 6th May 2014.

Part I of the meeting closed at 9.00 pm

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.

The matter of purchasing extra Christmas lights from Okehampton Chamber of Trade was discussed and it was resolved not to proceed. Councillors thanked Cllr S Whitely and Cllr Ian MacLeod for looking into this matter.

Other property matters were discussed.

The meeting end at 9.40 pm.