

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 July 2014** at **7.15 pm**.

AGENDA

Open Forum –

Mr Alfie May, Dorset, Devon and Cornwall Probation Service, spoke to the Council, about the work of the Probation Service.

Alfie May thanked the Council for allowing him to give a short presentation. There were two schemes that they offered, (1) to consider working with the Probation Service by taking a single agency placement, which is a low key offender, but the Town Council would have to supervise the work, and be responsible for Health and Safety, provide tools etc. (2) taking low risk offenders, in teams of up to 8 people, all on community orders, but they would be accompanied by a supervisor, they can undertake all kinds of work including, gardening, painting, repairs. The Probation Service would provide tools, but the Town Council would have to provide materials, they can bring portable scaffolding, up to 2m high. They would be available Tuesdays – Sundays, 9.45 am to 2.30 – 2.45 pm. The Town Council would have to provide Public Liability; they could work with our existing contractors. If at any time there are any problems the Police and Probation Service should be called. The cost to the Town Council would be £160 per day.

The Chairman thanked Alfie May for attending and the matter would be considered again at a meeting of the Town Council.

1. **Apologies for Absence** - Apologies were received from Cllr K Hodge, Cllr N Morgan and Cllr Mrs D Rice.
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 2nd June 2014, circulated at the meeting, were approved and signed.
 - 3.2 The minutes of the Extraordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 24th June 2014, circulated at the meeting, were approved and signed.
4. **Co-Option of Councillor**

The candidates addressed the Council, Mr A Wadeson, Mrs L Watts and Mrs J Williamson.

A paper vote was taken, which was counted by Mrs C Hughes and Mrs S Knott.

The Chairman declared that Mrs L Watts had been co-opted onto the Council and asked Mrs Watts to join the meeting. It was pointed out that Mrs Watts could take part in the meeting but would not be able to vote, as the relevant paper work regarding co-option had to be signed.

The Chairman thanked Mr Wadeson and Mrs Williamson for attending.

5. Updates

5.1 The Chairman updated the Council on various issues:

- A letter from the North Tawton Town Hall Management Committee was read out; which thanked the Town Council for the grant which was going to be used for on-going floor repairs and internal decoration. The letter further stated that Mrs Ford has spoken to Cllr Mrs C Burrow reference their meetings, and would pass the Minutes to Cllr Mrs C Burrow. Cllr Mrs C Burrow stated that thus far she had not attending any of the Town Hall Management Committee meetings as Town Council representative but intended to do so in the near future.
- Cumbria Clock Company were going to take away the clock mechanism from the Jubilee Clock on the 11th July 2014.
The Clerk was requested to contact the Cumbria Clock Company to ascertain how long the clock would be out of action.

5.2 Cllr Dr. P Brickley updated the Council regarding the Neighbourhood Plan project.

- Locality Grant has been approved and will be received shortly;
- Well into the public meetings stage of the project; call for sites and community life meetings have been held. On 7th July the meeting will be on housing, the questionnaire results and WDBC's call for sites information will be available. Other meetings are being organised;
- The Project Group now has 15 members;
- The Project Group meetings are now open to the public on the same basis as the Town Council meetings.

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

- We have been turned down on our Lottery Bid application, but have been invited to resubmit to show community benefit. A meeting was being arranged with the Lottery to discuss the matter.

5.4 Cllr I MacLeod gave a brief update regarding the Patients Participation Group. Meeting held with Mel Stride MP, regarding funding issues impacting on Wallingbrook's ability to commit to the serviced site at Wainhomes and providing a GP service in the town. The Chairman as Cllr I MacLeod to keep Councillors updated.

5.5 Cllr I MacLeod gave a brief update regarding Denbrook.

- Denbrook Community Liaison Group met on 10th June, concern has been expressed regarding the noise condition, there concern about the methodology accepted by WDBC which is believed to be fundamentality flawed. A letter from all Parish Council affected will be sent to Cllr Ridger. An Ombudsman Complaint may be submitted regarding this.

- LED – 500 residents in North Tawton have received an offer of LED from RES. The general feeling is that the money should be put into the community fund.
 - Letter in the Okehampton Times regarding the LED scheme, the Denbrook Community Liaison Group would be asked to respond to this quickly.
- 5.6 Cllr N Morgan (WDBC Ward Member) was not present, but Cllr S Blood updated the Council on the Planning and Licensing Committee meeting held on 1st July 2014 regarding the application to reduce the height of the weir at The Barton, North Tawton. Members of the Planning and Licensing Committee voted 6 – 3 to grant Conditional Consent. The walls either side of the weir are to be left in place.

6. Ongoing issues

The 'Action Log' was updated:

Highways issues – the Clerk was requested to contact Rhys Davies again regarding the signage at De Bathe Cross.

Rent – Barkers Way – the Clerk was requested to contact Devon and Cornwall Housing Association again regarding the manner in which the houses at Barkers Way were advertised in relation to the rent.

7. Community Council of Devon

After some discussion it was resolved that the Town Council should subscribe to the Community Council of Devon, details as previously circulated, at a cost of £50.00.

8. Empowering Parish Councils to sell electricity

After some discussion it was resolved that the Town Council should support the campaign to request the Government to give all parish and town councils the right to sell electricity that they generate from local schemes, details as previously circulated.

9. Devon Youth Service Review update

The Devon Youth Service Review update, previously circulated, was discussed. Cllr S Blood stated that North Tawton was slightly better off than other communities, one youth workers would be available in Okehampton.

After some discussion it was resolved to note the update, but the Clerk was request to contact Cllr J McInnes, Cabinet Member for Children's Services, Schools and Skills to request clarification on the fourth paragraph of his e-mail, which reads:

"The final decision is also expected to include extra funding for communities to help them develop their own local youth offer using Council buildings and other assets".

10. Lime Trees – Churchyard

The options for the management of the Lime Trees in the Churchyard, as outlined by Georgina Browne's advice, previously circulated, was discussed. The Clerk showed photographs of the trees.

After some discussion it was resolved that option 2: Retain in a natural form but crown lift over the path to create an arch; allow to be pendulous over the graveyard,

least management required, should be carried out. The Clerk was requested to submit a Works to Trees in a Conservation Area Consent application for this work, and when approved to submit a Faculty to the Exeter Diocese with the Faculty for the work to the trees on the eastern boundary, previously approved by the Council.

11. Trees – Memorial Park

The Clerk reported that some trees in the Memorial Park required tree works. One tree, a conifer tree, at the lower end of the Park, behind High Street had been ring barked on two of the limbs. Photographs were shown. The advice of Georgina Brown was to remove these limbs; Works to Trees in a Conservation Area was not required for this work. It was further reported that two other trees, both deciduous, at the western side of “The Shrubs” had also lost a lot of bark and were dying. Photographs were shown.

After some discussion it was resolved that the two limbs to the conifer trees should be removed, and the Clerk was requested to obtain quotations for this work. It was further resolved that, at the present time, nothing should be done to the two deciduous trees. The Clerk was requested to write to the Primary School asking them to include an article in their newsletter, pointing out the damage that can be caused by the removal of bark from trees, and an article in the Roundabout should include the same information. Cllr S Blood was asking to mention this matter at the Youth Club.

12. WDBC – Consultation –

The Draft Dog Control Orders, previously circulated, relating to Letherans Lane (Dogs on Leads), and the Memorial Park (Exclusion of Dogs) was discussed.

It was pointed out that the exclusion area in the Memorial Park included the Car Park.

The Clerk clarified the situation regarding enforcement of the Dog Control Orders which had been received from West Devon Borough Council

Short Term - Those town/parishes in Dog Warden Scheme will get patrols from Dog Warden.

Those not, we will look to enforce if we have evidence of an offence from a public witness or who is prepared to make a statement and can identify dog owner. We can then look to issue Fixed Penalty Notice and non-payment will see case go to court.

The WDBC CEO's who enforce Car Parks and other staff out and about i.e. Fly Tip investigators and Monitoring Officers will also be trained on the legislation

Long Term – WDBC is restructuring in 2015 and looking to introduce Locality Officers into communities, part of their role will include enforcement of these DCO and other legislation. Other council staff who are out and about in communities will also be briefed on DCO legislation and what is required to evidence and enforce any offences

We will also be liaising with the local Police Inspector to discuss their support in enforcing these Orders

The question of dog fouling on footpaths that run through agricultural land was also clarified.

It is an offence to allow your dog to foul, and not remove the faeces, from public footpaths that run through agricultural fields, except Forestry Commission land

After some discussion it was resolved that the Clerk should respond to the consultation requesting that the Car Park area should be deleted from the Exclusion of Dogs area for the Memorial Park, but the footpath (lower footpath to the North of the Park) should be included in the Exclusion of Dogs area for the Memorial Park. It was further resolved that the Council supports the Dogs on Leads Order relating to Letherans Lane.

13. Redundant Noticeboard – Market Street

The request from North Tawton Youth and Community Centre to relocate the redundant noticeboard currently in Market Street to the Community Centre in Barton Street was discussed.

After some discussion it was resolved that the noticeboard should be relocated to the Community Centre in Barton Street. It was further resolved that when the noticeboard is removed from the Town Hall that the area where the noticeboard was fixed, if necessary, will be made good.

14. Golden Leaf Landscaping report

The Clerk updated the Council on the work carried out by Gold Leaf Landscaping in July. The Clerk was requested to contact Gold Leaf Landscaping asking them to resume mowing the area under the Lime trees and the poppy seeds planted had not grown.

15. PLANNING MATTERS

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

15.1 00670/2014

The Studio, Week Farm, North Tawton, EX20 2AB
Removal of condition 5 attached to planning permission
CU/3/21/2012/1997/4400/014 (holiday let)

After some discussion it was resolved that the response to West Devon should be neutral.

15.2 00675/2014 – Report attached

Householder application for extension to dwelling
3 Great Wootten Cottages, Bow, EX17 6LF

After some discussion it was resolved to support the application.

16. WDBC Consultation – “Our Plan”

The WDBC “Our Plan” Call for Sites consultation, previously circulated was discussed.

After some discussion it was resolved that the Neighbourhood Plan Project Group's views and the public's views to the North Tawton Neighbourhood Plan Project Group's Call for Sites should be fed back to West Devon Borough Council.

17. Rural Services Network

The Rural Services Network's Rural Housing Policy Review questionnaire, previously circulated, was discussed.

After some discussion it was resolved that the Clerk should complete the questionnaire, in consultation with the Chairman.

18. FINANCE

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

18.2 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.

18.3 Wallgates – Public Conveniences

The Clerk informed the Council that one of the Wallgates in the Public Conveniences had developed a fault. Wallgate had offered the Town Council a service contract, which would include two calls per annum to complete a full service and make any necessary repairs, additionally attend when called to rectify any faults. Taking out a service contract was cheaper than asking for repairs to be done as and when they occurred.

After some discussion it was resolved that the Town Council should sign the Service Contract with Wallgate.

19. Questions/Comments from members of the public

The meeting was suspended prior to Any Other Business to allow members of the public to comment/ask a question. Time shall be limited up to a maximum of 15 minutes.

A question was asked relating to whether or not the Town Council would consider having the public conveniences open 24 hours a day;

The Clerk was requested to obtain technical information and prices to fit a coin operated lock on the outside door.

A comment was made that the advice from Georgina Browne regarding the felling of trees, that for every tree felled two should be put back in its place.

A comment was made that the Noticeboard on the Town Hall would have been ideal for the display of information regarding the Neighbourhood Plan.

A question was asked whether or not information regarding the Dog Control Orders would be put in the Roundabout. The Clerk pointed out that the consultation response date was the 18th July 2014, but the information had been placed on the noticeboard as soon as it was received by the Council, however, an article about the draft Dog Control Orders will be included in the August edition of the Roundabout.

20. Any other business

Cllr S Whiteley informed the Council that the surplus money from the advertising in the Local Directory together with donations, the Council was now in a position to

purchase a second defibrillator, which would be sited on the wall of Fore Street Garage, by the kind permission of Cllr K Hodge and Mr Phil Martin.

Cllr S Whiteley thought that the Town Council should have a Press Officer(s) to promote North Tawton and the Town Council. An item would be placed on the Agenda for the September meeting.

Cllr S Whiteley was concerned that the salt bin in the Memorial Park Car Park was not locked. An item would be placed on the Agenda for the September meeting.

Cllr W Whiteley thought that street name signs should include the postcode; as this would enable anyone call the emergency services to be quickly located. An item would be placed on the Agenda for the September meeting.

21. Date of next meeting

The next meeting of the Council shall be 2nd September 2014.

Part I of the meeting closed at 9.30

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.

There was nothing to discussion in Part II of the meeting.