

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 4th November 2014 at 7.15 pm.**

Present: Cllr S Blood Cllr Dr P Brickley
Cllr Mrs C Burrow Cllr A Gillespie
Cllr K Hodge Mrs G Hoggins (Chair)
Cllr I MacLeod Cllr Mrs D Rice
Cllr Mrs L Watts Cllr S Whiteley

5 members of the public were present.

Open Forum

Watch Manager Mark Quick from the Devon and Somerset Fire Brigade addressed the Council regarding the cuts in the fire service budget. There have already been cuts in “whole time” reductions, which was part of the Corporate Plan 1. Corporate Plan 2 is to begin soon. No details have yet been released, but it is felt that the retained fire service is going to be hit, and North Tawton could be in the forefront. North Tawton fire service could be reduced, but there will be no closure of the station, there could be a reduction from the standard engine to a small engine with a smaller capability or could be reduced to a 4 x 4 rapid response vehicle. A 4 x 4 rapid response would be a 2 fireman crew. If there is a reduction to a 4 x 4 rapid response unit the nearest fire station would be Okehampton. There would not be a reduction of staff, due to rotas for the 4 x 4 unit.

Mark stated that the one saving grace for North Tawton is the environmental unit currently based at North Tawton.

There will not be a reduction of staff, but there will not be any more staff employed and natural wastage. The station could run with 6 – 8 staff, currently there is 14/15 staff.

If there was a house fire the repaid response unit would not be able to tackle the fire.

North Tawton station has a number of high risk sites within its area, Grassland Research, The Barton, Gregorys, and Arla Foods at the Cheese Factory. The Fire Service does work in partnership with the Cheese Factory.

The Chairman asked Mark how the Town Council could help. Mark said that when the consultation exercise starts the Town Council needs to respond, bearing all the above in mind and well as North Tawton is a growing town with a growing population. Mark stated that the station would not be closing, but the level of service would be reduced.

The Chairman thanked Mark for speaking to the Council and appreciated being kept informed. The Chairman said that the Town Council would back the Fire Station as she felt sure the town's people would as well.

The Chairman suspended Standing Order 1(l) reference photography and recording of proceedings.

1. Apologies for Absence – Apologies for absence were received from Cllr N Morgan (Personal reasons).

Cllr Mrs A Ponsford was not present.

- 2. Declarations of Interest** – Cllr A Gillespie declared an interested in Item 14.1 01161/2014, Erection of tow cream silos, Taw Valley Creamery, North Tawton.

3. Minutes of the Previous Meetings

- 3.1 To approve and sign the minutes of the Extraordinary Meeting of North Tawton Town Council held in the Town Hall on Thursday 2nd October 2014 (to follow), deferred.
- 3.2 The Minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 7th October 2014, previously circulated, were approved and signed.
- 3.3 The Minutes of the Planning Committee of North Tawton Town Council held at the Council Offices on Tuesday 21st October 2014, previously circulated, were approved and signed.
- 3.4 The minutes of the Estates Committee of North Tawton Town Council held at the Council Offices on Monday 21st October 2014, previously circulated, were approved and signed.

4. Updates

- 4.1 Chairman to update the Council on various issues.
- Defibrillators awareness training was to be held on 25th November 2014, 7.30 in the Town Council Offices, notices would be put around the town.
 - Councillors were reminded that the Remembrance Service to be held on Sunday 9th November 2014, please gather in The Square at 10.15 am, the Chairman requested as many Councillors as possible to attend. To mark Armistice Day on the 11th November 2014, you are invited to gather in The Square at 10.50 am.
- 4.2 Cllr Dr. P Brickley updated the Council regarding the Neighbourhood Plan project.
- The Neighbourhood Plan Group has been working with Stuart Todd and received 8 hours of tutorial. Stuart Todd has agreed to carry out some extra work for us in preparing evidence.
 - A meeting has been held with representatives of the Town Hall Management Committee regarding a market; they have no objections in principle, but would need to have a group set up to manage it. The matter will be discussed at the Town Hall Management Committee meeting in December. The grant that the Town Council pay the Management Committee is tax payer's money. The neighbourhood plan questionnaire was scrutinised line by line on comments regarding the Town Hall and 100% vote at a focus group was for a regular market to be held in the Town Hall.
 - West Devon Borough Council have been speaking to the Group about allocations, this is confidential at present, but will update you as soon as possible.
 - At the last Neighbourhood Plan Group meeting it was suggested that a Town Aesthetics Group should be formed (TAG) to revisit the Town Design Statement and advise the Neighbourhood Plan Group and in turn advise the Town Council, which is really good.
 - Have to report that there has been a problem, Mr Davies is not happy with the wording of two sets of minutes from September, perhaps this is a misunderstanding of what he said, Cllr Dr P Brickley stated he was happy if it was a misunderstanding, but it would be for the Council to decide at the December meeting. The Clerk was requested to update the Website stating "the accuracy of these minutes is under discussion and will be the subject of an agenda item in December".
- 4.3 Cllr I MacLeod gave a brief update on Denbrook
- The request for the LED's scheme to be changed has been rejected by RES.
 - Denbrook Community Liaison Group was going to meet in November to discuss RES's reaction.
 - Mike Hulme has requested Parish Council to write to the Engineering Council to question their impartiality, Zeal Monachorum has already resolved not to send a letter. The Chairman pointed out that this was an item on the current agenda.

- 4.4 Cllr N Morgan (WDBC Ward Member) not present.
- 4.5 Cllr I MacLeod gave a brief update regarding the North Tawton Engagement Group.
 - The next meeting of NTEG with Caroline Stead was due to be held on the 13th November 2014.
 - A public meeting will be held as soon as anything further is known.
 - The closing date for expressions of interest to take over the practice is 31st October 2014.

5. Ongoing issues

The 'Action Log' attached at Annex A

- Cllr S Whiteley has checked Strawberry Fields and there is a yellow salt bin situated there.
- A meeting of Snow/Ice Wardens would be arranged for end of November early December.
- Rhys Davies had indicated on 13th October 2014 that the signage review at De Bathe Cross would be completed within 3 weeks. Clerk to chase in the middle of November.
- The gully emptier was visited on Monday 3rd November 2014; the Clerk had put up notices asking for the gulleys to be kept clear of cars.
- The Youth Hub was due to be in operation on 8th November 2014, after which a bid could be made for money. The Youth Club will be putting in a bid.
- Dog Control Orders – this would be put onto the Action Log, as there appeared to be a disagreement between WDBC and DCC regarding whether this legislation can apply to land which is a public footpath under the Highways Act.

6. Devon County Council – Community Road Warden Initiative

The Council considered the Road Warden – Community Self Scheme, previously circulated, and resolved that North Tawton Town Council would not join this scheme.

7. Conferences/Courses/Workshop

- 7.1 West Devon – Our Plan – Town and Parish Council Workshop - Future Development in West Devon – Where will it go? 5th December 2014 10 am – 1 pm Kilworthy Park, previously circulated. After some discussion it was resolved that Cllr Dr P Brickely and Cllr S Blood should attend.
- 7.2 “Hot Seat Live” Rural Crime Policing debate with the Police and Crime Commissioner and Chief Constable – 7th November 2014, 12.15 pm - Hatherleigh Community Centre, previously circulated. Noted.
- 7.3 West Devon CVS- Older Peoples Service Group – Ockment Centre. Noted. As a date has not been notified for this event, the Clerk will contact Councillors as soon as the information is received.

8. Consultations/Newsletters

- 8.1 Letter from Managing Director of the Eastern Locality of Northern, Eastern and Western Devon Clinical Commission Group regarding urgent and necessary measures, previously circulated. Noted.
- 8.2 Devon County Council Consultation – Highway Services – Help shape your local service – website link <https://new.devon.gov.uk/highwaysbudget/> Noted.

9. Standing Orders

9.1 Member's Code of Conduct

The minor changes to the Member's Code of Conduct, as recommended by West Devon Borough Council, and to consider publishing the Member's Code of Conduct on North Tawton Town Council's website. – Previously circulated – deferred at meeting on 2nd September 2014, were discussed. Cllr S Whiteley updated the Council.

After some discussion it was resolved to adopt the minor changes to the Member's Code of Conduct, and it was further resolved that the Member's Code of Conduct should be published on the Town Council's website.

9.2 Openness of Local Government Bodies Regulations 2014

The revisions to the standing orders, with regard to the press and public recording meetings by audio or video, and other matter following the introduction of the Openness of Local Government Bodies Regulations 2014 – deferred at meeting on 2nd September 2014, were discussed. Cllr S Whiteley updated the Council.

After some discussion it was resolved that the Standing Orders should be amended as attached at Annex A. An amended copy of the Standing Orders will be given to all Councillors.

9.3 Questions/Comments from members of the public

The matter of reviewing the Standing Orders, following the six months trial, that states “The meeting shall be 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”. deferred at meeting on 7th October 2014.

The matter was discussed and it was resolved that the Standing Order - 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. Time shall be limited up to a maximum of 15 minutes”, should continue for a further period of 6 months.

The matter would again be reviewed in May 2015.

10. Engagement with West Devon Borough Council – North Tawton GP Surgery

The request from West Devon Borough Council regarding the North Tawton GP Surgery, (Emails previously circulated), was discussed.

After some discussion it was resolved that it would be very useful for discussion to take place and the Clerk was requested to request from dates for the initial meeting.

11. Electoral Review of West Devon – Final Recommendations

The final recommendations on the Electoral Review of West Devon was noted. The Ward of North Tawton would be combined with Exbourne Ward. There would be two Ward Members for this new Ward. Cllr N Morgan was not at the meeting to report.

12. Denbrook – Engineering Council

The request from Mr M Hulme to write to the Engineering Council complaining about their impartiality was discussed. The letter from Mr M Hulme was read out to the Council.

After some discussion it was resolved not to write to the Engineering Council complaining about their impartiality, but to write stating that the Town Council was aware that there was concern and hope that they will look into the matter.

13. ESTATES COMMITTEE MATTERS

13.1 Seat – Fore Street

The matter replacing the seat that is currently beside the bus shelter in Fore Street, with a recycled plastic seat, (as recently purchased for the Memorial Park) was discussed. Cllr S Whiteley pointed out that the budget for the cemetery row markers was £600 but in fact the cost will be less than £300.

After some discussion it was resolved to purchase the seat.

13.2 Litter Bin – Barton Street

The Clerk reported that she had received confirmation from Western Power that they had no objections to the siting of litter bin in Barton Street on the pole on the corner of Barton Street/High Street.

After some discussion it was resolved to purchase a new litter bin.

13.3 New Park Bench and Picnic Table

The Council was updated following the visit by members of the Estates Committee on the

siting of the new park bench and picnic table.

It was resolved that the new bench should be located on the hard standing adjacent to the path near the infants play area, and the picnic table should be located on the grass to the higher side of the place equipment (behind High Street).

The Clerk reported that, as these items were very heavy, the Fire Brigade has kindly moved these items into position. The Clerk was requested to send a letter of thanks.

13.4 Astro turf (i.e. green carpeting)

The Council was updated following the visit by members of the Estates Committee. The Astro turf (green carpeting) is not repairable. After some discussion it was resolved that before any decision it taken the overall plans for the park within the next few years should be considered, given that the Town Council will receive Section 106 contribution from Wainhomes.

The Clerk was requested to contact the Friends of North Tawton Park to arrange a meeting. Cllr Mrs L Watts indicated that she would like to be involved in the future plans for the park.

13.5 Christmas Tree/Lights – Clock Tower

The request from Mr G Crawley, Landlord of The White Hart Inn, Fore Street, to supply and site a Christmas Tree and Lights in front of the Clock Tower, was discussed.

After some discussion it was resolved that the Town Council should accept Mr Crawley's kind offer. The Clerk was requested to contact Mr Crawley advising him of the Town Council's decision, and inform him that he should contact Mr P Ward regarding the lights.

14. PLANNING MATTERS

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

14.1 01161/2014

Erection of tow cream silos
Taw Valley Creamery, North Tawton, EX20 2DA

Cllr S Whiteley declared an interest in this item.
After some discussion it was resolved to support the application.

14.2 01164/2014

Works to Trees in a Conservation Area for works to Lime trees lining the Lych Gate path at St Peter's Church. To retain in natural form, but crown lift over the path to create an arch, allow to be pendulous over the graveyard.
North Tawton Town Council are the applicants.
After some discussion it was resolved to support the application.

To note decisions of West Devon Borough Council

14.3 00990/2014

Railway Hotel, North Tawton, EX20 2BE
Replacement and realignment of roof
Conditional consent 13/10/14
Noted.

14.4 00918/2014

Upper Depot, Devonshire Gardens, North Tawton
Reserved Matters application for erection of 2 live work units including commercial garage and printer.
Conditional consent 14/10/14
Noted.

15. FINANCE

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

15.2 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.

15.3 Locality convention

The matter of sending a delegate for the Local Convention on 17th – 18th November, Cardiff City Hall, previously circulated was discussed.

After some discussion it was resolved not to send a delegate to this Convention this year.

16. 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.

Mrs C Hughes asked a question about the Works to Trees in a Conservation Area for the Lime Trees in the Churchyard. The Clerk informed Mrs Hughes and the Council that when the decision is received for this application that a Faculty for this work together with the work to the trees on the boundary between the Church and Court Green would be submitted, and only one faculty fee would be payable.

Mrs S Knott informed the Council that Nanny Nights would be held next year on the weekend of 11th and 12th July 2015. 11th July 2015 events at the Rugby Club and 12th July 2015 events at the Memorial Park. It was hoped that this event could be combined with the 150th Anniversary of the Opening of the Railway to North Tawton.

Mrs S Knott asked a question regarding the Dogs on Leads Order. The Clerk informed Mrs Knott and the Council that there was currently a dispute between West Devon Borough Council and Devon County Council as to whether this legislation can be used on public footpaths under the Highways Act.

The meeting was opened again.

17. Any other business

Cllr Mrs C Burrow raised the matter of the recycling project, which was put on hold until the results of the Neighbourhood Plan Questionnaire has been analysed. 76.9% of people indicated that they were in favour of recycling plastic which WDRC did not collect. Cllr Mrs C Burrow stated that as she was heavily involved with the Neighbourhood Plan Project she did not feel that she had the time take on this project as well. Cllr Mrs C Burrow asked if any other Councillors wished to volunteer to take the lead, or perhaps the Council would appeal to the community for volunteers.

The Clerk was requested to put an item in the December/January edition of the Roundabout and an item to be placed on the agenda for the December meeting.

Cllr Mrs L Watts asked if the Town Council had a Facebook page and suggested that this Facebook page could be linked. Cllr Mrs L Watts said she would speak to the Clerk about this matter.

18. Date of next meeting

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

Part I of the meeting ended at 9.35 am.

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 Lone Working was discussed and several suggestions were made.

A property matter was discussed and it was resolved that the matter should be pursued.