

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 7th October 2014** at **7.30 pm**.

Present: Cllr S Blood Cllr Mrs C Burrow (Chair)
Cllr A Gillespie Cllr I MacLeod
Cllr N Morgan Cllr Mrs A Ponsford
Cllr Mrs D Rice Cllr Mrs L Watts
Cllr S Whiteley

6 members of the public were present.

Open Forum – No members of the public raised any concerns.

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

1. **Apologies for Absence** - Apologies for absence were received Cllr Dr P Brickley (holiday), and Cllr Mrs G Hoggins (sickness)

Cllr K Hodge was not in attendance.

2. **Declarations of Interest** – None were made at this stage.

3. **Minutes of the Previous Meetings**

- 3.1 The minutes of the Extraordinary Meeting of North Tawton Town Council held at the Council Offices on Monday 1st September 2014, previously circulated, were agreed and signed.
- 3.2 The minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 2nd September 2014, previously circulated, were agreed and signed.
- 3.3 The minutes of the Extraordinary Meeting of North Tawton Town Council held at the Council Offices on Monday 15th September 2014, previously circulated, were agreed and signed.

4. **Updates**

- 4.1 The Chairman to update the Council on various issues.
 - A meeting with NHS England would be held on Thursday 9th October 2014, Councillors and members of the Patients Participation Group were invited to attend.
 - Mel Stride MP has written to Bridget Sampson, NHS England.
 - Wainhomes has informed the Town Council that they would monitor the situation.
 - Wainhomes have notified the Clerk that they would be carrying out works at the Woollen Mill, as outlined in the letter from Simon Cater, Wainhomes.
 - The Christmas trees and lights would be the same price as last year.
 - NatWest had declined the invitation to attend a public meeting regarding the forthcoming closure of the bank; they have agreed to meet two Councillors and the Clerk. The Chairman and Chairman of Finance would attend with the Clerk.
 - The Chairman has received an invitation from the Mayor of West Devon to attend the Civic Service at Fairplace Church, Okehampton on Sunday 19th October 2014.
 - Notification has been received from North Tawton Rugby Club informing the Council that they will be holding their Bonfire on Friday 31st October 2014.

- 4.2 Cllr Dr. P Brickley was not in attendance so there was no update regarding the Neighbourhood Plan project.
- 4.3 Cllr I MacLeod gave a brief update regarding Denbrook.
- The Community Liaison Group has written to RES, requesting that the Community Fund be increased from £2,000 to £5,000 rather than paying individuals the LED payment, as this would benefit the whole of the community. RES has responded stating they would not increase the Community Fund, and the Community Fund was not obligatory. Another Community Liaison Group meeting would be arranged, but RES had informed the Group that if no agreement was agreed by December 2014 the existing agreement would be null and void. REGEN South West may be invited to the meeting.
 - Mike Hulme has asked for Town and Parish Council to send a letter to the Engineering Council complaining about their impartiality. Zeal Monachorum Parish Council has considered this and felt that their Council should not send a letter as they are not experts in this field. An item would be placed on the Agenda for the November meeting.
- 4.4 Cllr N Morgan (WDBC Ward Member) gave a brief update.
- Mrs Luck has sent him an email regarding the flooding problems. The Environmental Agency Enforcement Officer had visited the site and a report is awaited.
 - The 2 live/work units planning application at Devonshire Gardens had still not been determined. The Planning Officer has been contacted.
 - An e-mail has been sent to the Planning Officer asking why the Development Management Team do not take account the Strategic Planning Team's stance on traffic in North Tawton. A response has still not been received.
 - Councillor S Whiteley asked about the Neighbourhood Plan, and would the Town Council have any input like other businesses in the Town. The Chairman explained the Neighbourhood Plan process.
 - Cllr Mrs C Burrow and the Chairman Cllr Mrs G Hoggins attending the Devon Highway Town and Parish Council Workshop, brief details:
 - Town/Parish Councils and Highways working together to improve highway maintenance.
 - Community working
 - New website to report defects
 - Community Road Warden Scheme – to carry out minor road maintenance.

The Clerk was requested to include Community Road Warden Scheme on the Agenda for the November meeting.

5. Ongoing issues

'The Action Log' was updated.

- Cllr W Whiteley requested that the name Snow Warden is very confusing and to change it to Snow/Ice Warden.
- Snow/Ice Warden – lock on the salt box in the Memorial Park Car Park has been taken off for the winter.
- Cllr Whiteley to check the situation regarding salt bags/salt bin in Strawberry Fields.
- Clerk to arrange a meeting of the Snow/Ice Warden.
- No response received, to date, regarding complaint about signage at De Bathe Cross – Clerk to keep sending reminders.
- Clerk requested to contact Steve Dawe, DCC, regarding storm drain in Exeter Street.
- Rent – Barkers Way – to be deleted from Action Log.
- Clerk requested to contact Cllr McInnes regarding Devon Youth Service Okehampton Hub.

6. Commonwealth Day 2015

The matter of flying the Commonwealth Flag on 9th March 2015, which was deferred at meeting held on 2nd September 2014, was discussed. The Clerk reported that the cost of a Commonwealth Flag was £69.60 plus VAT.

After some discussion it was resolved not to purchase a flag.

7. Conferences/Courses/Workshop

7.1 NHS Drop-in Sessions – The Future of Community Health Services – Town Hall 22nd October 2014 (10 am – 12 noon)

Noted.

8. Consultations/Newsletters

The NHS Eastern Locality Transforming Community Services Commissioning Intentions Document – Consultation expiry 12th December 2014, previously circulated, was discussed.

After some discussion it was resolved to defer the matter. An item would be placed on the Agenda for the November meeting.

9. 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, was discussed.

After some discussion it was resolved that a Working Group be set up to consider the matter. Cllr S Whiteley, Cllr Mrs G Hoggins, Cllr Mrs C Burrow and Cllr I MacLeod to be on the Working Group.

10. Openness of Local Government Bodies Regulations 2014

Cllr S Whiteley gave a brief report on Openness of Local Government Bodies Regulations 2014, with regard to the press and public recording meetings by audio or video, and other matters following the introduction of the Openness of Local Government Bodies Regulations 2014.

After some discussion it was resolved that a Working Group be set up to consider the matter. Cllr S Whiteley, Cllr Mrs G Hoggins, Cllr Mrs C Burrow and Cllr I MacLeod to be on the Working Group.

11. Questions/Comments from members of the public

The 6 months trial on Standing Orders 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", was discussed.

After some discussion it was resolved that a Working Group be set up to consider the matter. Cllr S Whiteley, Cllr Mrs G Hoggins, Cllr Mrs C Burrow and Cllr I MacLeod to be on the Working Group.

12. Litter Bin – Barton Street

The request for a litter bin to be sited on the corner of Barton Street/High Street was discussed.

After some discussion it was resolved that the matter should be discussed by the Estates Committee.

13. Seat – Fore Street

The matter of repositioning the seat that is currently beside the bus shelter in Fore Street was discussed.

After some discussion it was resolved that the matter should be discussed by the Estates Committee.

14. Grave Markers for Cemetery

Cllr S Whiteley gave brief details regarding plaques to mark the sections and rows in The Cemetery. A sample marker was shown to Councillors.

After some discussion it was resolved that a Working Group should be set up to decide how many markers would be required and how to fit the markers to the kerb. Up to £600 was agreed to cover the costs to be spent in the most effective way. Cllr S Whiteley, Cllr Mrs G Hoggins, Cllr Mrs C Burrow and the Clerk would be on the Working Group.

15. Memorial Park – Dog fouling

The letter of complaint received regarding dog fouling in the Memorial Park was circulated to Councillors.

The matter of dogs being allowed to be exercised in the Memorial Park was discussed. The Clerk reported that following the designation of the Dog Exclusion Order for the Memorial Park, the Footpaths Officer had raised a query regarding the legality of the Dog Exclusion Order as a Public Footpath runs from High Street to Barton Street through the Park. The Footpaths Officer is of the opinion that a Dog Exclusion Order cannot be placed on a Public Footpath under the Highways Act. The Clerk has contacted West Devon Borough Council for clarification.

After some discussion it was resolved that the Clerk should write to the complainant expressing the concern also about dogs being allowed to foul in the Memorial Park, and that we were awaiting to get a response from West Devon regarding the Dog Exclusion Order.

15. PLANNING MATTERS

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

15.1 01070/2014

North Street Motors, North Street, EX20 2ES

Change of use from commercial garage to residential including demolition of a redundant single storey garage and construction of dwelling

After some discussion it was resolved to object to the application for the following reasons:

- The buildings are not redundant; there are many businesses in the town who may like to use the buildings.
- The design is not sympathetic to surrounding buildings.
- Over dominance.
- Design not in keeping with the area.
- The building abuts existing properties and does not allow for maintenance of adjoining properties.
- Increase in traffic in North Street
- Congested area.
- May have an adverse effect on flood alleviation scheme

Cllr S Whiteley abstained.

15.2 01061/2014

Cider Cottage, Yeo Farm, Yeo Lane, North Tawton, EX20 2DD

Change of use from Holiday Accommodation to full residential

After some discussion it was resolved to support the application.

15.3 01097/2014

Boswells, North Tawton, EX20 2BY

Installation of one 5Kw wind turbine on 15m tower

After some discussion it was resolved to support the application, but Councillors did request that the LPA have due regard to comments received from neighbouring properties.

Cllr S Whiteley and Cllr Mrs L Watts abstained. Cllr N Morgan wished it to be recorded that he objected to the application.

To note decisions of West Devon Borough Council

15.4 00873/2014

2 Bouchiers Close, North Tawton, EX20 2DB

Householder application for erection of extensions to provide a double garage and sun room adjoining patio area.

Conditional consent – 16/9/14

Noted.

15.5 00873/2014

Land adjacent to Bouchers Hill, North Tawton

Prior Approval of proposed change of use of agricultural store to a dwelling.

Prior Approval Given – 15/9/14

Noted.

15.6 00864/2014

4 Barton Street, North Tawton, EX20 2HN

Partly retrospective application for incorporation of residential outbuilding into main dwelling and external alterations.

Conditional consent – 23/9/14

16. FINANCE

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

16.2 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.

It was noted that the Town Hall has informed the Council that there would be no charge for the hire of the Town Hall for any meetings connected with the closure of the GP Surgery.

16.3 Okehampton and District Community Transport Group

The grant request received from Okehampton and District Community Transport Group, previously circulated, was discussed.

After some discussion it was resolved that a grant of £120 should be paid to the Okehampton and District Community Transport Group.

17. 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 S Knott requested that any further public meetings held in the Town Hall could microphones please be used.

Mrs S Knott reported that the application submitted by Kinetica for an Eco Park had been validated. The application was for 58 Ha, 22 MW.

Mrs C Hughes reported that the Denbrook Judicial Review was to be held on the 5th/6th November in Bristol, there is a challenge on the decision by West Devon Borough Council going with the report from Southampton University.

A question was asked about the litter bin in Barton Street, was this to be a litter bin or dog bin.

Mrs Thompson stated that she was going to submit an objection regarding the planning application for a wind turbine at Boswells.

A question was asking about the meeting regarding the GP Surgery which was to be held on Thursday 9th October, was it open to the public.

The meeting was opened again.

18. Any other business

The Clerk report that when reporting any incidents to the Police the question of whether there is CCTV is always asked. The Clerk was requested to place an item on the agenda for a future meeting and to get advice from West Devon Community Safety Officer.

Cllr S Whiteley requested that an item be placed on the Agenda for the November meeting to discuss the Town Council not responding to any planning applications. The Clerk advised that this may be a statutory function and would seek advice from the DALC.

19. Date of next meeting

The next meeting of the Council shall be 4th November 2014.

The meeting closed at 9.30 pm.