

**MINUTES OF THE MEETING OF TAWSTOCK PARISH COUNCIL HELD ON
TUESDAY 17th SEPTEMBER 2024 AT 7.00 p.m.**

Present: - Councillor Bowden (Chair)
Councillors Bates, Jenkins, Knight, Lines, Mason, Lofthouse,
Needham, Norman and Short.

NDC Councillors Knight and Norman.

DCC Councillor Leaver

M Isaac (Clerk)

In Attendance: Parishioner/Members of the Public – None

92. APOLOGIES

Apologies were received from Councillor East and NDC Councillor Renshaw .

**93. ITEMS BROUGHT FORWARD WHICH IN THE OPINION OF THE
CHAIR SHOULD BE CONSIDERED AS A MATTER OF URGENCY**

The Clerk reported that a request had been received from North Devon Council regarding the official naming and numbering of the new Petrol Station and Starbucks at Roundswell which was currently being built. The suggested name was Tallins Drive.

It was considered that as it was in a cul-de-sac that the names Drive, Lane or Road would not be suitable.

It was agreed that Tallins End be suggested.

94. PUBLIC SESSION

There were no questions from Parishioners.

95. DECLARATIONS OF INTEREST

There were no declarations of interest.

96. CORRESPONDENCE

There was no correspondence to report

97. FINANCIAL MATTERS.

a) Payments

RESOLVED that the following payments be approved:

August

North Devon Council Clerks Salary + Admin Fee

£666.93

Ucanstore.com – Storage

£28.60

L. Evely – Grounds Maintenance Contract	£940.43
Sticklepath Methodist Hall Hire	£145.00
TK Play – Repairs to roundabout and play area gate	£336.00
Barnstaple Town Council – Barrier Hire/Play Area Insp./Cleaning	£1,594.54
<u>September</u>	
North Devon Council Clerks Salary + Admin Fee	£666.93
M. Isaac Clerks Expenses	£15.10
Ucanstore.com – Storage	£28.60
L. Evely – Grounds Maintenance Contract	£940.43

b) Financial Position

The Clerk updated Council on the current financial position at 5 August 2024 Current A/C £35,143.25 (includes £6,581.62 ringed fenced for Tower View Project) and Business Reserve A/C £16,371.60

98. MINUTES

RESOLVED, that the minutes of the meeting held on 16th July 2024 be approved as correct records and signed by the Chairman.

99. MATTERS ARISING FROM THE PREVIOUS MEETING NOT LISTED ELSEWHERE ON THE AGENDA

There were no matters arising.

100. COUNTY COUNCILLOR REPORTS

DCC Councillor Leaver reported the following:

- That she had Locality Budget grant funding available for Community Group projects.
- That due to the Government cutting the winter fuel payments to those only on Pension Credit, DCC had passed a motion to calling on the Government to immediately pause its introduction and introduce a new threshold to determine eligibility for Winter Fuel Payments.
260 people across the North Devon area had been identified as below the pension credit limit but were not claiming pension credit.
- That the Annual Government Annual Settlement was due at the end of October and DCC was seeking assurance that the funding would be agreed for more than the 1 year to enable future planning. DCC currently had a large overspend on both Adult and Children's Social Care.
- Highways – Some patching work and white lining had been undertaken. Consideration was being giving to taking highway maintenance back in house.
- That consideration was again due to undertaken regarding proposed parking restrictions and asked that Councillors let her know of any possible areas where parking restrictions are considered necessary.
- HATOC – that the next meeting was scheduled for 2nd October where consideration of a request to suspend the bus gate would be considered.
- That the proposed devolution of powers was now not going to happen but DCC were in discussions with other local authorities.

101. DISTRICT COUNCILLOR REPORTS

a) NDC Councillor Knight

Councillor Knight reported that he was pursuing the delivery of the Larkbear play area and Highgrove pedestrian link that had not been delivered and that he had been asked to play a greater role in the Local Plan review.

b) NDC Councillor Norman

Councillor Norman reported the following:

- That David Clayton had been elected the new leader of North Devon Council and Peter Leaver the new Deputy Leader.
- That revamped Barnstaple Bus Station building had been re-opened on the 6th September.
- That a steering group had been set up to review parking charges across North Devon.
- There were currently 24 rough sleepers in North Devon, 4 of whom had no local connection to North Devon. The Freedom Centre had seen an increase of people approaching for their services and currently there were 65 people a day at the Freedom centre for food, not all of these were homeless people, which highlighted the difficulties being faced by people. 75 units of temporary accommodation currently being used, 25 of those for single homelessness.
- That 2nd Home Council Tax funding was being ring fenced for housing and the homelessness.

102. HIGHWAY ISSUES

Councillor Knight reported that he was monitoring the Buses picking up students at the top end of Old Torrington Road. It was hoped that it was only temporary and would revert to Old Sticklepath Hill.

103. PLANNING MATTERS

a) The Chair updated Council on the Planning Applications considered by the Planning Committee.

b) Local Plan - Government New Housing Allocation Targets.

Councillor Knight reported that he had sent the NDC and Torridge housing delivery numbers provided over the past 10 years to Members on What's App Group. The current yearly mandated target was 860 but the Government proposals would double this target to 1,500 per year. He would send members the links to the current Local Plan for information.

104. BURIAL GROUND POLICY AND PRICE STRUCTURE

The Council considered a report by Councillor Bowden on the proposed draft new burial ground policy and fees (previously circulated).

She also reported that she had obtained a quote from FJ Stevens, Monumental Masons regarding inspections of the all the grave stones in the burial ground for safety and insurance purposes. There were currently 117 grave stones. The quote was £3.00 + VAT for each grave stone

inspection a total cost of £351. A certificate of inspection and compliance would be provided. She stated that she would prepare a policy regarding the Management of Memorials for consideration at a future meeting.

It was agreed:

Burial Ground Policy

- a) That the Burial Ground Policy be adopted subject to the following amendments:
 - (i) That the Exclusive Right of Burial be granted for 50 years
 - (ii) That paragraph 4.1 be amended to read Coffins, caskets & urns for burial where ever possible should be made from suitable bio-degradable materials such as wood, wicker, cane, bamboo etc. Non bio-degradable materials will not be permitted except for the coffin furniture such as handles & name plates.
 - (iii) That paragraph 5.2 be amended by the addition of ‘at the cost of the grave owner’
 - (iv) That paragraph 11 be amended to include assistance dogs.
 - (v) That a new paragraph 8.1 be added ‘If a grave is not used or stands empty for more than 30 years for graves purchased prior to 17th September 2024, or 50 years if purchased after this date then the burial authority has the right to take the unused grave back for future use’.

It was noted that future reviews of the policy would be considered by the Governance Committee Working Group.

Fees 2024/2025

- (b) That the following burial charges be agreed for 2024/2025:

PART 1: INTERMENT	FEES
Body of a still-born child or child whose age at the time of death did not exceed two years	No Charge
Body of a child whose age at time of death exceeded two years but did not exceed 18 years	No Charge
Body of a parishioner whose age at the time of death exceeded 18 years	£252.00
Body of a non-parishioner who was born or had previously lived in the Parish over 10 years whose age at time of death exceeded 18 years.	£591.00
Interred Cremated remains - for parishioner	£67.00
Interred Cremated remains - for Non-parishioner who was born or had previously lived in the parish over 10 years.	£210.00

Re-opening of grave -Parishioner	£252.00
Re-opening of grave- Non-Parishioner who was born or had previously lived in the parish over 10 years	£591.00
PART 2- EXCLUSIVE RIGHT OF BURIAL (50 YEARS) RENEWABLE	
Parishioner (child's plot half the fee)	£168.00
Non parishioner but who was born or who had previously lived in the Parish over 10 years	£473.00
Cremated remains in a grave 3ft x 3ft - Parishioner	£168.00
Cremated remains in a grave 3ft x 3ft – Non- Parishioner who was born or had previously lived in the parish over 10 years	£233.00
Transfer of exclusive rights of burial	£47.00
PART 3 - OTHER CHARGES	
Headstone not exceeding 3ft x 3 ft 6 inches	£84.00
Vase	£58.00
Additional Inscription	£58.00
Exhumation of Body	£807+ costs
Exhumation of Cremated remains	£416+ costs

Grave Stones Inspection

(c) That the quote from FJ Stevens, Monumental Masons of £3.00 + VAT for each grave stone inspection a total cost of £351.00 be accepted.

105. PARISH SURVEY

Councillor Mason reported that he had sent the draft questionnaire to all Members but to date had had only one response from Councillor Needham. He would re-send the questionnaire to all Members again for comment.

106. GOVERNANCE WORKING GROUP

Councillor Needham reported the following recommendations of the Working Group held on 11th September 2024.

- a) That the Parish Clerk/RFO be requested to attend all working group meetings
- b) That the terms of reference as amended be agreed.
- c) That as a priority the following be considered for review at the next meeting:
 - a) Standing Orders
 - b) Financial Regulations
 - c) A template for all Policies and Procedures to include version number and date.
- d) That the following duplicate policies be removed from the website and archived:
 - a) Risk Assessment 2022
 - b) Financial Regulations 2004

- c) Standing Orders 2021 and 2021 (1)
- e) That the following policies be added to the website:
 - a) Social Media
 - b) Code of Conduct
- f) That the amended Health & Safety Policy (version 1) be adopted as work in progress.

It was agreed that the recommendations of the Governance Working Group be accepted and adopted.

107. LITCHARDON SOLAR PANEL FUND GROUP : UPDATE.

Councillor Mason reported that the Charitable Incorporated Trust application had been submitted and the Bank Mandate signed off. Grant funding of up to £15,000 was available for local projects.

108. TAW AND TORRIDGE ESTUARY FORUM

Councillor Needham reported that the new website had been launched and that he had been appointed Treasurer of the forum.

109. DEFIBRILLATOR – HARRACOTT: UPDATE

Councillor Mason reported that the DHSC had re-opened match funding applications for new defibrillators and that the previous application submitted by Tawstock Parish Council had been re-opened.

110. PARKS AND OPEN SPACE COMMITTEE

It was noted that the following issues would be considered at the next meeting of the Committee on 21st October 2024.

Tower View Recreation Area.

- a) Vandalism
- b) CCTV/Signs
- c) Brown Directional Signs for both Tower View and Tudor Parks.

Grounds Maintenance.

- a) DCC Verges and land
- b) Inspections

The Chair stated that she had completed a 101 Police report regarding the vandalism incident. It was noted that a request from Councillor Needham to purchase a water bucket to enable him to clean the equipment/seating in Tudor be discussed at the next meeting.

111. ITEMS FOR FUTURE MEETING

There were no issues raised.

112. DATE OF NEXT PARISH COUNCIL MEETING

It was noted that the next Parish Council meeting would be on Tuesday 15th October 2024 @ 7.00 p.m.

Chairman

The meeting ended at 8.55 p.m.