

# TAWSTOCK PARISH COUNCIL

tpcmf180328

## Minutes of the Parish Council Meeting held 28/03/18, 19:00 at Tawstock Village Hall

### PRESENT:

Cllr D Brailey M.B.E. (Chairman)      Cllr N Lines      Cllr N Short  
Cllr Blackman      Cllr D Luggar      Cllr C Thorne  
Cllr C Prideaux      Cllr M Ward

### In Attendance:

County Cllr R Edgell  
County Cllr J Mathews      District Cllr G Lane      P Dunn      - Clerk

### 1. Public Session.

None.

### 2. To Approve Apologies for Absence.

**RESOLVED:** Apologies approved from Cllr Knight.

### 3. To consider application(s) for co-option.

None.

### 4. To Receive the following Reports:-

#### 4.1. Chairman.

Cllr Lane arrived.

See report appended.

#### 4.2. County Cllrs.

Cllr Mathews reported:-

- Additional funding allocated for pothole repairs.
- Traffic Order consultation for the Old Torrington Road Traffic Order would close shortly.
- Larkbeare application approved. Developer has agreed to the moving of the bus gate.
- A meeting was scheduled for 05/04/18 with the developer.

Cllr Luggar arrived.

Cllr Edgell reported:-

- A377 improvements almost completed.
- Available grant funding – Community Councillor / TAP Funding / Unclaimed Invest in Devon Funding.
- Additional funds for highways drainage.

#### 4.3. District Cllrs.

Cllr Luggar reported availability of District Community Councillor grants.

The Chairman reported the District Council had voted down proposed cuts to the Parish Grant for 2018/19.

### 5. Code of Conduct.

#### 5.1. To consider any councillor dispensation requests.

None.

#### 5.2. To receive Declarations of Interests in the business to be transacted (to include nature).

Agenda	Councillor	Type	Reason	Dispensation
	None			

### 6. Minutes.

**6.1. 31/01/18.** To sign if approved, minutes of the Council.

**RESOLVED:** Cllr Lines proposed, Cllr Ward seconded and all were in favour approval.

Cllrs Edgell and Mathews left the meeting for a period.

Initialled:

Chairman.

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None.

**7. To consider the following Planning Matters:-****7.1. Planning list.**

See report appended.

**7.2. Planning applications received after publication of agenda.**

None.

**7.3. Enforcement service update and consultation.**

Correspondence dated 06/03/18 was reported and noted.

The Tawstock Court pillars were discussed; the owner has been written to by the District Council concerning the vehicular damage.

**8. To consider the following Finance matters:-****8.1. Note account balances.**

Noted.

**8.2. Sanction payments due & instruct cheque signatories.**

**RESOLVED:** The Chairman proposed, Cllr Prideaux seconded and all were in favour settlement accounts 8.2.1 to 8.2.14 with Cllrs Lines and Thorne to sign. **Clerk to action.**

**8.3. ISS 2018 5yr Quote & Invoicing proposals.**

**RESOLVED:** Cllr Ward proposed, Cllr Short seconded and all were in favour renewing the grounds maintenance contract on a year by year basis. **Clerk to action.**

**8.4. Approve Internal Audit contract.**

**RESOLVED:** Cllr Prideaux proposed, Cllr Luggar seconded and all were in favour approval. **Clerk to action.**

**9. Annual Council Policy Documents review for Internal Audit:-****9.1. Standing Orders****9.2. Financial Regulations****9.3. Statement of Internal Control.****9.4. Burial Ground Charging Schedule.**

Councillors considered the policy documents 9.1 to 9.4 circulated with councillors' papers.

**RESOLVED:** Cllr Ward proposed, Cllr Short seconded and all were in favour adoption of the documents un-amended.

**10. To consider the following Property/Environment matters:-****10.1. Highways issues to include Old Torrington Road Issues Update.**

Photographs provided by Cllr Knight showing queueing traffic issues in Old Torrington Road were noted.

Cllr Ward reported the County Council website facility for the public to report potholes was working well with potholes being filled typically within 48 hours

(<https://new.devon.gov.uk/roadsandtransport/report-a-problem/> ).

Cllr Blackman expressed concerns regarding the moving of the bus gate, the need for traffic calming measures in Old Torrington Road and amendments to Shorelands roundabout junction.

**10.2. Tower View Updates (Play Area / Walkway Trail (including info board quotes).**

The clerk reported the contractor was running a few weeks behind due to the weather. The contractor submitted colour samples for the safer surfacing and connecting walkways within the play area, and proposed a free upgrade to agriflex for the connecting paths.

**RESOLVED:** Cllr Ward proposed, Cllr Luggar seconded and all were in favour selecting the Autumn colour scheme and the agriflex option for the walkways. **Clerk to action.**

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Information boards and the new footpath extension around Tower View were discussed. The **Chairman agreed to speak to Braunton Parish Council** to identify their supplier, the clerk suggested IT-Noticeboards might be interested in quoting for the information boards. **Cllr Ward agreed to progress** the quotes for the footpath extension, **Chairman to identify District Council contractors.**

It was agreed **Cllrs Prideaux, Ward and the clerk would attend a meeting** with the contractor prior to commencement of works. **Clerk to arrange date.**

**10.3. Harracott Phone Kiosk adoption.**

The clerk reported Harracott Village Committee had agreed to take responsibility for the kiosk, although the Chairman emphasised the parish council bore ultimate responsibility.

**RESOLVED:** Cllr Luggar proposed, Cllr Lines seconded and all were in favour adoption. **Clerk to action.**

**10.4. Burial Ground noticeboard provision.**

The clerk reported costings for a new noticeboard.

**RESOLVED:** The Chairman proposed, Cllr Prideaux seconded and all were in favour placing an order for a lockable single door oak noticeboard to be mounted on the left entrance pillar. **Clerk to action.**

**10.5. RoSPA Annual Playground Report.**

Councillors considered and noted the annual report.

**11. Correspondence / Consultation Received for consideration:-****11.1. NDC Community Governance Reviews.**

Correspondence dated 07/03/18 was reported and noted.

**11.2. NDC Parish Grant revision for 2018.**

Reported under District Councillor reports.

**11.3. DCC Traffic Sensitive Review.**

Correspondence dated 16/03/18 was reported and noted.

**12. Items for report only and future agenda items.****12.1. To consider tabled items received following agenda publication.**

None.

**12.2. To receive items brought through the Chairman and future agenda items.**

It was reported the District Council policy would not allow a concessionary green waste wheelie bin where vegetation cleared by residents arose from verges which were the County Council's responsibility. It was agreed to consider parish council funding of a wheelie bin for the volunteer residents. **Clerk to agenda.**

**13. Date of Next meetings:-****13.1. Annual Parish Meeting - 25/04/18 19:00 prior to Council.**

Noted.

**13.2. Parish Council - 25/04/18 19:30 - deadline for agenda items 13/04/18.**

Noted.

Meeting closed 20:20.

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### Planning Report

7.1.1.	<b>No. - 64643</b> <b>Type - Application</b>	<b>RESOLVED:</b> Approve NOTTISTON CLOSE FARM NEWTON TRACEY BARNSTAPLE DEVON EX31 3PD - ERECTION OF BUILDING TO COVER AREA USED FOR STORAGE OF ORGANIC MANURE
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### Consultations considered and responded to between meetings to note for information:-

7.1.2.	<b>No. - 64402</b> <b>Type - Application</b>	<b>RESOLVED:</b> No Objection THE OAKS EASTACOMBE BARNSTAPLE DEVON EX31 3NT - CHANGE OF USE OF LAND FROM AGRICULTURAL TO FORM EXTENSION TO DOMESTIC GARDEN
7.1.3.	<b>No. - 64538</b> <b>Type - Application</b>	<b>RESOLVED:</b> No Objection 2 MANOR PARK STICKLEPATH BARNSTAPLE DEVON EX31 2DQ - EXTENSION TO DWELLING
7.1.4.	<b>No. - 64588</b> <b>Type - PRIOR APPROVAL</b>	<b>RESOLVED:</b> No Objection BARN AT HIGHER UPPACOTT FARM TAWSTOCK BARNSTAPLE DEVON EX31 3LA - PRIOR APPROVAL FOR CONVERSION OF AGRICULTURAL BARN TO ONE DWELLING, PRIVATE AMENITY SPACE & PARKING (CLASS Q (A&B))

### Planning Decisions/Matters to note for information:-

7.1.5.	<b>No. - 63625</b> <b>Type - Granted Report</b>	<b>RESOLVED:</b> Noted WESTACOMBE LINHAY EASTACOMBE BARNSTAPLE DEVON EX31 3PA - EXTENSION TO DWELLING
7.1.6.	<b>No. - 64127</b> <b>Type - Granted Report</b>	<b>RESOLVED:</b> Noted MUZE FARM HARRACOTT BARNSTAPLE DEVON EX31 3JL - EXTENSION TO DWELLING
7.1.7.	<b>No. - 64181</b> <b>Type - Granted Report</b>	<b>RESOLVED:</b> Noted FORMER METHODIST CHURCH HISCOTT BARNSTAPLE DEVON EX31 3JS - EXTENSION TO & CONVERSION OF CHAPEL TO FORM ONE DWELLING (AMENDED PLANS)
7.1.8.	<b>No. - 64204</b> <b>Type - Granted Report</b>	<b>RESOLVED:</b> Noted UNIT A, LEISURELINE HOUSE OAKWOOD CLOSE ROUNDWELL BARNSTAPLE DEVON EX31 3NJ - CHANGE OF USE FROM USE CLASS D1 TO USE CLASSES B1, B2, B8, D1 & D2

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**Minutes of the Parish Council Meeting held 28/03/18, 19:00  
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<b>Bank Balances</b>		<b>£</b>	
	Current	87332.56	19/02/18
	Deposit	15943.50	28/02/18
		<b>£103,276.06</b>	
	Less uncleared cheque payments	0.00	
	Plus uncleared deposits	0.00	
	<b>Council Accounts Balance</b>	<b>£103,276.06</b>	
	Earmarked Funds – General Reserve	10000.00	
	Harracott Village Hall	2625.07	
	Hollamoor Fund	5000.00	
	Playgrounds	20000.00	
	S106 OS Capital	14648.00	
	S106 OS Revenue	22233.28	
	Tawstock Village Hall	900.00	
	Burial Ground	7490.07	
	<b>Total Earmarked</b>	<b>£82,896.42</b>	

**8.2 Finalised Payment Schedule for 28/03/18.**

<b>Item</b>	<b>Ref.</b>	<b>Payee</b>	<b>Purpose</b>	<b>£</b>
8.2.1.	659	Tawstock Village Hall	Jan Hall Hire	15.00
8.2.2.	662	Go North Devon Ltd	Donation	100.00
8.2.3.	663	Campaign to Protect Rural England	Annual Membership Fee	36.00
8.2.4.	664	Playsafety Ltd	Annual Inspection Report	84.00
8.2.5.	DD	South West Water Business	Burial Ground Water Charges 9/11-21/2	15.00
8.2.6.	660	Clerk	Salary – Feb	504.34
8.2.7.	665	Clerk (£608.21)	Salary – Mar	504.14
			Reimbursements – Nov 17 to Mar 18	
8.2.8.			Mileage	20.25
8.2.9.			Voipfone – calling credit	5.00
8.2.10.			Docmail Print & Postage	18.97
8.2.11.			Postage	21.96
8.2.12.			Stationary	0.72
8.2.13.			Amazon ½ Toner shared WPC	24.97
8.2.14.			HMRC Tax Payment Feb + Mar	12.20

**Income Received in period**

Devon County Council	IID Grant Project 1454 HVH Replacement Doors	1000.00
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Signed:

Chairman.

Dated:

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**Chairman's Report****Chairman's Report****Wednesday 28<sup>th</sup> March 2018**

Central Government has approved £2.2 million from the Housing Land Fund to assist this council with the future development of Severn Brethren. I am delighted that we were able to achieve this and thanks go to our officers in the regeneration team for writing the bid. I must also thank our MP Peter Heaton-Jones for his support with the request for funding.

RMB Chivenor, following extensive discussions with our MP Peter Heaton-Jones regarding RMB Chivenor. Peter had a meeting last Thursday the 8<sup>th</sup> March with the Secretary of State Gavin Williamson MP to discuss the future of RMB Chivenor. The S of S stated that although he reiterated the closure date being 2027 in January this year, he has now had more time to review the facts and conditions and he stated that no final decision has yet been taken with regard to RMB Chivenor. Following a discussion with the leader of the opposition who agrees that while we must fight the RMB corner, we must also have a plan B in case the base closes. However, I reiterate I am advised no decision has been taken.

Many have suffered from the extreme weather more recently, however, a special thank you to the Salvation Army for agreeing to permit the Council to use their facilities to assist the homeless during the cold weather. I would also like to thank our outreach staff for the sterling work they have carried out during this cold snap.

Executive have recently agreed that the Car Park Strategy should go out to consultation. Of course there will be some controversy and some members will have differing views. This is of course all very healthy when it comes to final decisions. However, I must reiterate this is now a consultation and no final decision has yet been made and I would not be surprised to see some changes in the time ahead.