

TAWSTOCK PARISH COUNCIL

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Minutes of the Annual Parish Council Meeting held 25/05/16, 19:00 at Tawstock Village Hall

PRESENT:

Cllr D Brailey M.B.E. (Chairman)
Cllr N Lines
Cllr D Luggar

Cllr C Prideaux



Cllr N Short
Cllr C Thorne
Cllr M Ward

In Attendance:

District Cllr G Lane

2 Members of Public
P Dunn - Clerk

Annual Council Business

1. To elect the Council Chairman.

Nominations were received for and accepted by Cllr Brailey. There being no other nominations:-

RESOLVED: Cllr Luggar proposed, Cllr Thorne seconded and all were in favour appointment Cllr Brailey.

2. To receive the Chairman's declaration of acceptance of office in accordance with LGA72s83.

Cllr Brailey read and signed the declaration.

Cllr Short arrived.

3. To elect the Council Vice-Chairman.

Nominations were received for and accepted by Cllr Luggar.

RESOLVED: The Chairman proposed, Cllr Prideaux seconded and all were in favour appointment Cllr Luggar.

4. To review Register of Councillors' Interests.

Councillors reviewed the Register. **Clerk to action changes**

5. To Appoint Committees and Representatives for the Council Year.

RESOLVED: The following appointments:-

- Tree Warden - Cllr Lines.
- Tawstock Village Hall - Cllrs Short and Thorne.

It was agreed to defer appointments to Snow Warden and Harracott Village Hall.

Monthly Business

6. Neighbourhood Planning Presentation.

The Chairman introduced Mr Graham Townsend from Forward Planning at North Devon Council.

Mr Townsend outlined the Neighbourhood Planning process, key points included:-

- Area Designation – definition and agreement by the Planning Authority of the geographical area subject of a plan. The designation area could be a part of, or combination of separate parish areas and was not restricted by parish boundaries.
- Plan could be undertaken by the parish council or another representative community body.
- Aimed at community engagement, open consultation, final Plan must be supported by a local referendum.
- Confirm with National Planning Guidance and Local Plan strategic objectives.
- No prescribed time period, content covered flexible.
- Content covered and recommended policies must be supported by evidence.

Initialled:

Chairman.

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- Once complete, submitted to the Local Planning Authority who:-
 - Organise independent examination.
 - Report results with details of findings.
 - Reviews recommendations.
 - Organises referendum.
- Grants available.
- Some professional consultancy would be required, alongside considerable voluntary resource.

The Chairman thanked Mr Townsend who then left the meeting.

7. Public Session.

Representations were made concerning timescales to clear the hedge much debris at Tower View, and thanks expressed for the removal of the dead elms.

It was reported a new Neighbourhood Watch programme had been started, with lottery scams currently prevalent.

8. To Approve Apologies for Absence.

Apologies noted from Cllrs Edgell and Mathew.

9. To consider application(s) for co-option.

None.

10. To Receive the following Reports:-

10.1. Chairman.

See appended.

10.2. County Cllrs.

None.

10.3. District Cllrs.

Cllr Luggar reported there was a current CCTV consultation available on the District website for anyone wish to participate.

11. Code of Conduct.

11.1. To consider any councillor dispensation requests.

None.

11.2. To receive Declarations of Interests in the business to be transacted.

Agenda	Councillor	Type	Reason	Dispensation
	None.			

12. Minutes.

12.1. 27/04/16. To sign if approved, minutes of the Council.

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

12.2. To note matters arising from the minutes not on the agenda.

None.

13. To consider the following Planning Matters:-

13.1. Planning list.

See planning report appended.

13.2. Planning applications received after publication of agenda.

See planning report appended.

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13.3. Solar Farm Community Benefit Update.

See Chairman's report appended.

14. To consider the following Finance matters:-

14.1. Sanction payments due & instruct cheque signatories.

RESOLVED: The Chairman proposed, Cllr Prideaux seconded and all were in favour settlement accounts 14.1.1 through 14.1.9, with Cllrs Lines and Thorne to sign. **Clerk to action.**

14.2. ISS Disputed Invoices Update.

The clerk reported ISS had conceded to the disputed invoices and raised Credit Notes on the account.

14.3. Audit Year Ending 31/03/16.

All audit related supporting documents were circulated for review by councillors electronically with the agenda.

14.3.1. Appoint Interim Internal Audit.

The clerk reported due to illness an interim auditor was required and on recommendation from Devon Association of Local Councils Mrs L Harwood had agreed subject to appointment to undertake the Internal Audit.

RESOLVED: Cllr Luggar proposed, Cllr Brailey seconded and all were in favour appointment Mrs L Harwood. **Clerk to action.**

Items 14.3.2 through 14.3.5 were taken on block.

RESOLVED: Cllr Luggar proposed, Cllr Brailey seconded and all were in favour items 14.3.2 through 14.3.5. **Clerk to action.**

14.3.2. Adopt draft Statement of Internal Control.

14.3.3. Adopt draft Anti-Fraud Policy.

14.3.4. Approve Asset Register.

14.3.5. Approve Risk Assessment.

14.3.6. Approve Governance Statement.

Councillors reviewed the Annual Statement of Assurance.

RESOLVED: Cllr Ward proposed, Cllr Prideaux seconded and all were in favour completion with no qualifications.

14.3.7. Approve Accounts & Accounting Statement.

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

15. To consider the following Property/Environment matters:-

15.1. Highways issues.

Cllr Lines queried whether signage could be provided to direct lorry deliveries to Smallbridges avoiding the centre of Tawstock. It was agreed **Cllr Lines should approach Smallbridges' with the proposal and the Chairman would check the legal position.**

A pothole on the Tawstock road just after the junction at Newbridge was reported. **Clerk to action.**

15.2. Tower View Playing Field Enhancements (to include provision of disabled access gate and goal post net).

The current proposals were debated. The Chairman agreed to return to District Officers to consider costs of amendments to play equipment style.

15.3. Tower View hedge mulch debris clear-up.

The Chairman reported the District Council would make a charge to take away cleared debris.

Cllr Ward reported now that the nettles and brambles were growing through the debris clearance by hand was going to be more difficult.

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It was agreed to request ISS to tidy up the hedgerow. **Clerk to action.**

15.4. Playground Bark Replenishment.

The clerk reported a quote from ISS, it was agreed to seek a second quotation and also to compare with the costs of alternative safer surfacing. **Clerk to action.**

16. Items for report only and future agenda items.

16.1. To consider tabled items received following agenda publication.

None.

16.2. To receive items brought through the Chairman and future agenda items.

Cllr Short raised the outstanding settlement of the contractor payment due for the new hall heating. The clerk reported the completed paperwork to drawdown the grant award had been submitted to the District Council. **The Chairman agreed to follow up the matter and the clerk confirmed once the funding was released he would dispatch the cheque in settlement.**

17. Date of Next meeting recommended 29/06/16 – deadline for agenda items 17/06/16.

Noted.

Meeting closed 20:50.

Planning Report

13.1.1.	No. - 61026 Type - Application	RESOLVED: Approve THE ANNEXE CLANTON ROUND SWELL BARNSTAPLE DEVON EX31 3NF - FIRST FLOOR EXTENSION TO DWELLING
13.1.2.	No. - 61075 Type - Application	RESOLVED: Approve SOUTHLANDS 5 OLD BIDEFORD ROAD STICKLEPATH BARNSTAPLE DEVON EX31 2DE - VARIATION OF CONDITION 2 (APPROVED PLANS) ATTACHED TO PLANNING PERMISSION 57285 (DEMOLITION OF EXISTING & ERECTION OF NEW GARAGE TOGETHER WITH WIDENING OF ACCESS) TO ALLOW CHANGE IN ROOF DESIGN
13.1.3.	No. - 60750 Type - Granted Report	RESOLVED: Noted 3 OLD BIDEFORD ROAD STICKLEPATH BARNSTAPLE DEVON EX31 2DE - EXTENSION & ALTERATIONS TO DWELLING TOGETHER WITH RAISED PATIO AREA
13.1.4.	No. - 60752 Type - Granted Report	RESOLVED: Noted HOMELEA EASTACOMBE BARNSTAPLE DEVON EX31 3NU - EXTENSIONS TO DWELLING
13.1.5.	No. - 61046 Type - Granted Report	RESOLVED: Noted 3 GRANGE AVENUE STICKLEPATH BARNSTAPLE DEVON EX31 2DS - EXTENSION TO DWELLING
13.3.1.	No. - 61013 Type - Application	RESOLVED: Approve ROUNDSWELL SERVICES BARNSTAPLE DEVON EX31 3RZ - RETROSPECTIVE APPLICATION FOR INSTALLATION OF ATM TO FRONT OF SHOP
13.3.2.	No. - 61014 Type - Application	RESOLVED: Approve ROUNDSWELL SERVICES BARNSTAPLE DEVON EX31 3RZ - ADVERTISEMENT CONSENT FOR THE SITING OF AN INTERNALLY ILLUMINATED ATM SIGN

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Payment Schedule.

Item	Ref.	Payee	Purpose	£
14.1.1.	551	Tawstock Village Hall	Booking April 16	12.00
14.1.2.	DD	South West Water Services Ltd	Burial Ground Water Supply	11.33
14.1.3.	552	HMRC	PAYE – May	8.20
14.1.4.	554	Clerk (£526.57)	Salary – May	492.08
			Reimbursements (Mar+Apr)	
14.1.5.			Postage (Mar)	6.12
14.1.6.			Postage (Apr)	5.86
14.1.7.			Amazon ½ Toner shared WPC	22.51
		Invoices receive following publication of agenda to ratify:-		
14.1.8.	555	ISS Facility Services Ltd	Removal of 6 elm trees	930.00
14.1.9.	556	SH Electrical Services Ltd	Tawstock Village Hall Dimplex Heating Installation	2442.00

JUN 16 10:00 AM

Signed:

Chairman.

Dated:

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You requested I contact the solar people and they Solstice Renewables responded as follows

The Number of coins ordered in 2012 was 300 they were Gold Antique 38MM ordered from Running Imperial.

“We have proposed a community fund as part of our plan for a solar farm. This community benefit fund will start paying out after the project has been build and is operational.

The other item I looked into was the cost of the equipment that might be appropriate for Tower View but will discuss this later.

Highway Officer Richard Sabels for Mr. Lavery. Richard is going around the area to look at roads specifically flooding issues, blocked drains etc. He is not looking at potholes because they should be reported as they appear and will be dealt with separately.

The North Devon & Torridge Local plan has caused some issues. After our recent consultation period the area that concentrated our minds mostly was Wind Turbines. There were over 90% of residents who were against a search area for Wind Turbines this would have meant that turbines could be applied for anywhere. Torridge had already agreed to have a search area, however, my Executive were overwhelmingly against this. Therefore we removed it from our plan and then arranged for Torridge to do the same. The plan went to Full Council a week ago and Council agreed the plan could go to the inspector. However, last Friday the Government won an appeal at the Court of Appeal. Which relates to the Local Plan. It was about a written ministerial statement that introduced a threshold, below which councils could not insist on affordable housing in residential schemes. This was challenged by Reading and West Berkshire Council and the High Court upheld the challenge. However as stated before this has been overturned by the Court of Appeal. The consequences could have been to delay the plan even further, however, we initially consulted on the when the first challenge came in we consulted on that. Now we are back to square one but do not have to consult because we consulted last year. However the plan will need amending to take account of

the new directive from Government. This whole process has been one change after another and I just want the plan submitted quickly before there is yet another change.

My Executive has also agreed in principle to sell the two Theatres to the Theatres Trust. Our legal team will draw up a contract and ensure they must remain as theatres. The benefit to North Devon Council and therefore the residents is that from 2018/19 the theatres will no longer receive an annual grant. Therefore this will help our revenue budget and the £560,000 purchase price will allow us to put this towards a capital programme such as the swimming pool. Of course this is all subject to contract.

Car parking charges, we have increased charges in our car parks the first time in 6 years. There is a variety of charging, however, the main increase is 10p per hour. However, you might have heard that some people are not happy about the large increase in Belle Meadow and Rolle Quay because the all day charge has gone up from £4.00 to £11.60 I agree it is a large increase, however, what has been happening in the car parks is that people who work in the town park up all day and it is often difficult to obtain parking a space. This deters some visitors and residents who want to park for a short period from staying. We are trying to encourage all day parking at the long stay car parks at Severn Brethren and Fairview. If people originally paid £4.00 per day they can park in these car parks for £1.70 all day. We need to encourage people to use these areas.