

**MINUTES OF A VIRTUAL MEETING OF TAWSTOCK PARISH COUNCIL HELD  
ON WEDNESDAY 15<sup>th</sup> SEPTEMBER 2020 AT 7.00 pm**

**Present:** - Councillor Luggar (Chairman)  
Councillors Blackman, Knight, Lines, Short (for minutes 78 to 90), M.  
Ward and S. Ward.

NDC Councillor Knight

DCC Councillor Mathews

M Isaac (Clerk)

**In Attendance:** Parishioner/Members of the Public - 1

**69. APOLOGIES**

Apologies were received from Councillors Bowden and Lofthouse, NDC Councillor Saxby and DCC Councillor Edgell

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

a) Tawstock Burial Ground Car Park – Grass Cutting

The Clerk reported that Councillor Lines had requested that the grass area in the car park of the burial ground be cut. It was not part of the existing Grounds Maintenance Contract. The Contractor had, however, cut the area as a one off free of charge but had stated that further cuts would be charged at £40 per cut.

It was agreed that the area be cut on a regular basis at a cost of £40 per cut.

b) ND College Bus Drop Off and Pick Up Stops

The Clerk reported that the Bus Company had confirmed that the buses would continue to stop at the High Wall bus stop to drop off and pick up students.

c) Request for access through Tower View Recreational Ground to rear of property

Councillor M. Ward reported that she had met the builder who was under the impression that he could have full access/cart blanch access in and out of the field to a waiting flat bed and that his client would take responsibility for any damage caused.

He agreed that he would forward his public liability insurance for public safety to the Clerk and would build a fence corridor from the field gate to the back of the garden. Protecting the public.

The Parish Council agreed that the following be required before permission to gain access through the Park would be granted:

A risk assessment of using the access. To be supplied

A copy of the builders Public Liability Insurance. To be supplied

Provision of boarding from the access along the stretch to the rear of your property  
Provision of Safety Notices informing of work being undertaken. To be inspected  
Provision of Fencing along the stretch from the access to the rear of your property to separate the public from the area being used. To be inspected  
A signed statement by yourself agreeing liability for any damage caused to the park ground/pathway and agreeing meet any costs thereof agreed by the Parish Council  
The timescale for the work to be completed

d) Holywell School – Re-instatement of Beech Hedge

Councillor Luggar reported that School had thanked the Parish Council for allowing it to remove the Beech hedge to undertake the building works. The hedge had now been re-instated but if the hedge did not re-grow the School would pay for its replacement.

**71. PUBLIC SESSION**

There were no issues raised by Parishioners.

**72. DECLARATIONS OF INTEREST**

There were no declarations of interest announced.

**73. DCC COUNCILLOR REPORTS AND DISTRICT COUNCILLORS REPORT**

**a) DCC Councillors Reports**

DCC Councillor Mathews reported the following:

i) Traffic calming on OTR and proposed removal of Shorelands Road roundabout

That he was disappointed with the decision from Dave Black.

He had responded to him stating that motorists do not comply with the rules at the roundabout and drive over it and it serves no useful purpose.

The Safety Audit undertaken in 2010, stated that the Roundabout provided inadequate visibility from Old Torrington Road as you entered Shorelands Road and by moving the give way markings 3 metres would reduce the diameter of the roundabout to such an extent that it would no longer be required. The issue was considered by the Cabinet November 2013 and agreed that a financial contribution be sought from planned development towards the improvement of the junction when the opportunity arose. If the roundabout was removed alternative traffic calming measures would need to be provided.

The provision of 'build out' as a traffic calming measure was not considered appropriate and the possibility of 'low' speed bumps may be considered more appropriate.

He would be having discussions with a view to raising the matter at a Cabinet meeting.

In answer to a question regarding the traffic check speed analysis he stated that it was undertaken in accordance with National Guidance.

It was agreed that Councillor Mathews be requested to seek a second speed check along Old Torrington Road due to the number of additional dwellings built since the first speed check and be undertaken in College time.

- ii) Pavements/Footway Crossings/Parking Restrictions, Old Torrington Road, Gratton Way - Sandringham Gardens

That he had spoken to Ian Sweetland who had advised:

That a preliminary street lighting design had been prepared, that a new safety audit had been carried out on the revised design and that he was working with BT on the estimate for their alteration works

Blocked Drains - Councillor Knight reported that only one blocked drain in Shorelands Road had been cleared. There were four others that also needed clearing.

Councillor Mathews stated that if Councillor Knight provided him with the details of the uncleared drain's he would report them.

Warning Signs along Elizabeth Drive – Councillor Mathews stated that he had agreed to a grant of £250 towards warning signs along Elizabeth Drive advising of the entrance to the children's play area but had not received the request.

It was noted that this was an issue being actioned by Councillor Lofthouse.

#### **b) NDC Councillor Knight**

Councillor Knight stated that he had written a robust letter to Mike Tichford and Jean Watkins, NDC regarding issues relating to planning permission 61119 but had had no response. Although he had no response work had since been undertaken to provide kerbing at the junction, levelling of the area and installation of BT cabling and manhole covers.

#### **74. MINUTES**

RESOLVED, that the minutes of the meeting held on 18<sup>th</sup> August 2020 be approved as a correct record and signed by the Chairman.

#### **75. MATTERS ARISING FROM THE PREVIOUS MEETING NOT LISTED ELSEWHERE ON THE AGENDA**

There were no issues to report

#### **76. HIGHWAY ISSUES**

Traffic calming on OTR and proposed removal of Shorelands Road roundabout: Update

Please see minute 73 a) ii) above

**77. SURFACE WATER DRAINAGE ISSUES**

Councillor Knight reported that the recent heavy rain had caused flooding problems around the Lake area. This was largely due to the fields not being ploughed and drains not being cleared. DCC were undertaking a closed investigation.

He and Councillor Lofthouse were in discussions with the NDC Head of Environmental Health regarding the problem.

He stated that further proposed development would exacerbate the problem and the Parish Council would need to be more robust in its future consultation responses on Larkbear applications.

**78. PLANNING MATTERS**

- a) 72002 Extension to dwelling, 24 Osborne Gardens, Barnstaple

RECOMMENDED Approval

- b) 72006 Variation of Condition 2 (approved plans attached to planning permission 66922 to allow an amended design, Pludmoor, Tawstock, Barnstaple

RECOMMENDED Approval

- a) 72059 Outline application for the erection of 3 No. detached dwellings with some matters reserved, Carrick, Tawstock

RECOMMENDED Approval but concerns expressed regarding access and drainage systems issues

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RECOMMENDED Approval but concerns expressed regarding access and drainage systems issues

**79 LARKBEAR PHASE 2**

Councillor Blackman re-iterated the concerns she had expressed at the last Parish Council meeting regarding the consultation response of DCC Highways to the above application.

She stated that DCC Highways considered that the proposed development was acceptable on the basis of the contributions, and recommended planning conditions, to be agreed with by the Local Planning Authority and the applicants. It was also recommended that the application be amended to include the highway link and new junction on the A361 to ensure a through connection between Gratton Way, Old Torrington Road and the application site onto the A361 and that the link be open and available for public use prior to the occupation of the 65th dwelling within phase 2. This would allow for a total development of 300no. dwellings (on phase I and phase II combined) before the link became operational.

She further stated that this ignored the 1,600 services per year (many with a large number of mourners) at the Crematorium with a car park capacity of 130 and gardens open 24/7, (2 routes would be required to access the Crematorium), the proposed new Lidl in Gratton Way, 200+ dwellings built beyond the Crematorium in the last 5 years, eventually a total of 800 in Larbear and the existing residential traffic.

It was agreed to write to North Devon Council objecting to the Highway consultation comments and seek further discussions and a site meeting with all interested parties.

#### **80. WILDFLOWER AREAS/TREE PLANTING**

Councillor Knight reported that he, Councillor Lofthouse and the Clerk had met with an NDC Officer on site to discuss a plan on the way forward to establish a wildflower area and tree planting in the Tower View Recreational Ground.

It was agreed to defer further consideration of the matter to the next Parish Council meeting when Councillor Lofthouse was in attendance

#### **81. PROTOCOL FOR LARGE FUNERALS**

Councillor Blackman reported that she had not been able to meet the Crematorium Manager She stated that there had recently been a number of large funerals with people parking and blocking the road with no consideration for residents or public traffic.

It was agreed to bring the matter to the attention of DCC Councillor Mathews for assistance.

Councillor Knight also agreed to raise the matter with DCC Councillor Mathews.

#### **82. WEBSITE ACCESSIBILITY**

The Clerk reported that the Council's website needed to have an accessibility plan in place by 23<sup>rd</sup> September. The website was designed with accessibility requirements in mind but the new regulations but more emphasis on more design features to aid accessibility. The cost of the work required would be shared across the three Parish Council's whose websites are managed by Mr Waldron.

It was agreed to request Mr Waldron to produce an action plan and undertake the necessary design work to comply with the accessibility requirements.

#### **83. PROPOSED APPOINTMENT OF AN OLD TORRINGTON ROAD SUB COMMITTEE**

Councillor Short suggested that in order to reduce the amount of discussion on matters relating to Old Torrington Road at Parish Council meetings a Sub Committee of the relevant Councillors be appointed to consider and make recommendations to the Parish Council on all issues pertaining to Old Torrington Road.

The Clerk informed that any appointed sub committee would need to be properly constituted with a term of reference and meeting open to public attendance.

It was agreed that the matter be deferred to the next Parish Council meeting and a 'terms of reference' prepared for consideration.

#### **84. TELEPHONE BOXES - REFURBISHMENT**

The Clerk reported the receipt of three quotes to refurbish three telephone boxes, Lake, Tawstock and Harracott as follows:

Cliff Milton £1,400

S & J Decorating £2,820

Ashley Scott £1,412.67 + £407.34 to replace glass panels

DCC Councillor Edgell had agreed subject to application to a grant of £900 and NDC Councillor Saxby a grant of £250 towards the project

It was agreed to defer consideration of the received quotes as they were not like for like to ascertain how many panels required replacing and seek an additional quote to replace them.

Councillor Luggar declared an interest as one of the contractors had undertaken work for him

#### **85. TUDOR PARK PLAY AREA**

Councillor Knight reported that he had been contacted by a resident regarding children causing problems in the play area. One of the problems was children climbing up the trees.

However, as suggested at the last Parish Council meeting pruning some of the trees may alleviate the problem further investigation has highlighted that it would not resolve the problem

#### **86. REVIEW OF S106 FUNDING**

It was agreed that this item be deferred to the next meeting.

#### **87. NOTICE BOARDS**

The Clerk reported the receipt of two quotes for two new noticeboards as follows:

Double u print one board £1,900 (3 boards £4,955) + installation for 3 boards £625

MAW Carpentry £4,002.00 including installation and VAT for two boards

Councillor Knight stated that the signage in the play area was confusing and ambiguous and needed improving.

It was agreed defer consideration to seek further quotes for two new noticeboards made of an alternative material to wood

#### **88. CORRESPONDENCE**

The Council considered an email regarding the Litchardon Cross Solar Farm Community Benefit Fund and an invitation from DCC Councillor Biederman to join a zoom meeting.

It was agreed that Councillor M. Ward be appointed to represent the Parish Council at the zoom meeting.

**89. FINANCE MATTERS**

**a) Payments**

RESOLVED:

That the following payments be approved:

North Devon Council Clerks Salary	£553.72
Gavin Hendry Grounds Maintenance	£1,410.00
C. Waldron Quarterly Web site Maintenance Fee	£33.00
M Isaac Expenses	£9,37

**b) Current Financial Position**

That the current financial position as at 4 September 2020 Current A/C £39,374.57 Business Reserve £16,001.63 be noted

**c) National Pay Award 2020/21.**

The national pay award of 2.75% as from 1<sup>st</sup> April 2020 for the Parish Clerk was noted and agreed.

**90. DATE OF NEXT MEETING**

It was noted that the next virtual Parish Council meeting would be on Tuesday 20<sup>th</sup> October 2020 at 7.00 p.m.

Chairman

The meeting closed at 8.55p.m.