

# TAWSTOCK PARISH COUNCIL

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## Minutes of the Parish Council Meeting held 30/11/16, 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:

County Cllr R Edgell  
County Cllr J Mathews

3 Members of Public  
P Dunn - Clerk

### 1. Public Session.

Chairman welcomed all present.

The following matters were raised:-

- A request for an update on proposed changes to waste and recycling collections. The Chairman outlined proposals for:-
  - Green waste chargeable service which residents could subscribe to.
  - Black bag three weekly collection cycle trial supported by District Officers visiting the residents in the trial areas.
  - Blue food caddy weekly collection.

The Chairman confirmed black plastics are not collected and any savings would be retained to help balance further cuts to Government grants.

### 2. To Approve Apologies for Absence.

Apologies noted from Cllr Lane.

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

None.

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

#### 4.1. Police.

None. The Chairman advised police attendance at parish council would be significantly reduced due to resource issues.

#### 4.2. Chairman.

The Chairman reported meeting with Cllrs Lane, Prideaux and Ward to progress Tower View enhancement proposals and circulated a proposed map (copy appended). It was hoped to start the project in March.

Cllr Short arrived.

#### 4.3. County Cllrs.

Cllr Mathew reported:-

- Shorelands Road proposal to rescind the 1 hour parking restrictions being consulted on.
- Meeting 22/12 regarding Cedars roundabout to review issues, including proposals for yellow lines from Bickington Road into Woodlands.
- Work to enlarge Portmore roundabout to start 16/01.

Cllr Edgell reported:-

- No progress on a grant application from Harracott Village Hall. £5000 available in the Invest in Devon fund for capital projects.

#### 4.4. District Cllrs.

Cllr Luggar reported:-

- Continued scrutiny of the proposed health service provisions in North Devon.

Initialled:

Chairman.

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- Waste trial planned for June in Landkey, this would likely coincide with the introduction of new in-cab technology in the collection lorries.
- Review of off-street car parking.

The Chairman reported:-

- The new waste lorries in-cab technology would allow routes to be pre-loaded with a day's round with house specific notes where required eg. green waste subscribers. It would also allow recording of premises where no bins / recycling presented for collection at any given address.
- Written to Health and Defence Ministers seeking review of proposed cuts which will target North Devon.

Councillors agreed to suspend Standing Orders to allow a public question.

A request for the identity of who to write to concerning proposed health cuts was put, the Chairman advised Ms Angela Peddar at the Clinical Commissioning Group.

Standing Orders re-instated.

Cllr Edgell left.

**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.**

Agenda	Councillor	Type	Reason	Dispensation
	None			

**6. Minutes.**

**6.1. 26/10/16.** To sign if approved, minutes of the Council.

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

**6.2. To note matters arising from the minutes not on the agenda.**

None.

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

**7.1. Planning list.**

See planning report appended.

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

See planning report appended.

**7.3. Section 106 Funding Update.**

None, **clerk to re-agenda.**

**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 Lines seconded and all were in favour settlement accounts 8.2.1 through 8.2.11, with Cllrs Lines and Thorne to sign. **Clerk to action.**

**8.3. Completion of External Audit 31/03/16.**

The clerk reported there were no qualifications. Other matters not affecting the audit opinion raised a matter concerning the period for the exercise of public rights; dates published as commencing 14 July 2016 through 23 August 2016 did not include the first 10 working days of July as required by Regulations.

**RESOLVED:** To note the External Audit report.

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Councillors considered the expenditure and draft budget report presented by the clerk.

**RESOLVED:** Cllr Luggar proposed, Cllr Ward seconded and all were in favour noting expenditure to date and for 2017/18:-

- Approval of the proposed budget appended.
- A 2% increase in the precept.
- A Parish Grant application of £2433.

**Clerk to action.**

**8.5. TAP Fund application proposal(s) and Grant Funding.**

**Cllr Short agreed to contact Harracott Village Hall. Clerk to ascertain TAP Funding available to the parish.**

**8.6. Section 106 Funding Update.**

None. **Clerk to re-agenda.**

**9. To consider the following Property/Environment matters:-****9.1. To consider highways issues.**

Cllr Lines reported the sign to Barnstaple at the Eastacombe junction was still missing. **Clerk to report again.**

Cllr Ward requested an update on Shorelands roundabout. Cllr Mathews advised a traffic assessment of the whole of Old Torrington Road was going to be undertaken. Cllr Ward pressed the previously raised issue of still no pavement provision to the new developments at the bottom of Old Torrington Road, **the Chairman agreed to follow up this matter.**

**10. Correspondence / Consultation Received for consideration:-****10.1. DCC – Community Composting and Recycling Centres Consultation.**

Noted.

**10.2. Western Counties and South Wales Evangelisation Trust - Eastacombe Chapel Consultation.**

Noted.

**10.3. CAB – Donation Request.**

Noted, declined.

**10.4. ISS – Headquarters move.**

Noted.

**10.5. Hollamoor Solar Farm – Asset Management Appointee.**

Noted.

**11. Items for report only and future agenda items.****11.1. To consider tabled items received following agenda publication.**

Noted.

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

Tower View enhancements and Pension provision for January meeting. **Clerk to action.**

**12. Date of Next meeting recommended 14/12/16 – deadline for agenda items 06/12/16.**

Meeting closed 20:20.

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### Planning Report

7.1.1.	<b>No. - 62111</b> <b>Type - Application</b>	<b>RESOLVED:</b> Approve 35 ELIZABETH DRIVE STICKLEPATH BARNSTAPLE DEVON EX31 3AJ - CONVERSION OF LOFT TO FORM ADDITIONAL LIVING ACCOMMODATION TOGETHER WITH INSTALLATION OF 6 ROOF VELUX WINDOWS & EXTENSION TO GARAGE
7.1.2.	<b>No. - 61649</b> <b>Type - Granted Report</b>	<b>RESOLVED:</b> Noted EAST PRISTACOTT FARM HARRACOTT BARNSTAPLE DEVON EX31 3JP - ERECTION OF COMMERCIAL BOARDING KENNELS
7.1.3.	<b>No. - 61781</b> <b>Type - Granted Report</b>	<b>RESOLVED:</b> Noted CORBIERE 33 ELIZABETH DRIVE STICKLEPATH BARNSTAPLE DEVON EX31 3AJ - EXTENSION & ALTERATIONS TO DWELLING
7.1.4.	<b>No. - 61589</b> <b>Type - Granted Report</b>	<b>RESOLVED:</b> Noted LAND AT WOODLANDS TAWSTOCK BARNSTAPLE DEVON EX31 3JH - ERECTION OF HOLIDAY ACCOMMODATION BUT FOR USE AS A DEPENDENT RELATIVES ANNEXE IN THE FIRST INSTANCE TOGETHER WITH REPLACEMENT STORAGE SHED
7.2.1.	<b>No. - 61883</b> <b>Type - Application</b>	<b>RESOLVED:</b> No Objection AKWAABA 1 OLD TORRINGTON ROAD STICKLEPATH BARNSTAPLE DEVON EX31 2DD - REMOVAL OF CONDITION 2 (NOT TO BE LET OR SOLD AS A SEPARATE UNIT) ATTACHED TO PLANNING PERMISSION 40315 (EXTENSION TO PROVIDE ADDITIONAL ACCOMMODATION FOR DEPENDANT RELATIVES, ADDITIONAL BEDROOM & RE-SITING OF EXISTING GARAGE) TO ALLOW FOR THE ANNEXE TO BE USED AS A SEPARATE UNIT OF ACCOMMODATION (AMENDED PLANS)  Councillors had no objection in principle subject to proposal complying with current planning policy. Some concerns were expressed as to impact on vehicular parking / movements resulting from the additional independent dwelling.

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### Bank Balances & Payment Schedule.

Bank Balances		£	
	Current	51399.86	04/11/16
	Deposit	15939.27	31/10/16
		<b>£67,339.13</b>	
	Less uncleared cheque payments	0.00	
	Plus uncleared deposits	490.00	
	<b>Council Accounts Balance</b>	<b>£67,829.13</b>	
	Earmarked Funds – Burial Ground	<b>9405.27</b>	
	Tawstock Village Hall	<b>600.00</b>	
	Hollomoor Fund	<b>5000.00</b>	

Item	Ref.	Payee	Purpose	£
8.2.1.	580	Information Commissioner	Data Protection Registration	35.00
8.2.2.	581	TK Play Ltd	Supply & Installation Cradle Swings Grange Avenue	4033.20
8.2.3.	DD	South West Water Business	Burial Ground Water Supply 26/8-03/11	13.84
8.2.4.	582	The Royal British Legion Poppy Appeal	Wreath	22.00
8.2.5.	583	HMRC	PAYE - Nov	9.20
8.2.6.	584	Clerk (£575.06)	Salary – Nov	496.08
8.2.7.			Reimbursements – Sept-Oct	
8.2.8.			Postage	17.10
8.2.9.			Mileage	4.50
8.2.10.			Docmail – online print & postage	3.35
8.2.11.			Amazon – ½ Printer Toner + Drum	50.78
			Tesco – Ream Paper	3.25
		<b>To Ratify:-</b>		
8.2.12.	579	Grant Thornton UK LLP	External Audit 31/03/16	240.00
		<b>Invoices Received after Agenda compilation - To Be Ratified</b>		
8.2.13.	585	Ucanstore.com	File Store - 24/11/16 15291	72.00

### **Income Received in period**

None

Signed:

Chairman.

Dated:

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Tawstock Parish Council  
Expenditure to Date and Draft Budget

	Expenditure Yr Ending					2016/17 Budget	Spend to 29/11/16 (a)		Addit' Projected to Yr End (b)	ESTIMATED YR TOTAL (a+b)	2017/18 Proposed Budget
	31/03/2013	31/03/2014	31/03/2015	31/03/2016							
<b>EXPENSES</b>											
	£2,311	£1,383	£1,151	£1,078	<b>Administration</b>	£1,250	£633	£616.52	£1,250	£1,288	
	£546	£4,827	£350	£322	<b>Grants:</b>	£1,200	£0	£1,200	£1,200	£1,200	
	£574	£503	£507	£526	<b>Insurance - LGA72s111</b>	£600	£483	£0	£483	£600	
	£0	£0	£0	£0	<b>Election Costs</b>	£0	£0	£0	£0	£0	
	£5,611	£5,505	£5,877	£6,003	<b>Payroll - LGA72s112: Pension</b>	£6,304 £0	£3,537 £0	£2,526.40 £0.00	£6,063 £0	£6,124 £1,286	
	£867	£603	£984	£853	<b>Burial Ground</b>	£0	£219	£1,598.76	£1,818	£0	
	£1,777	£2,591	£1,421	£2,312	<b>Grange Avenue Playground</b>	£3,500	£70	£3,822.96	£3,893	£4,100	
		£750	£8	£1,240	<b>Noticeboards</b>	£2,000	£0	£2,000	£2,000	£2,000	
	£1,914	£473	£604	£1,055	<b>Tower View Playing Field</b>	£2,250	£1,143	£1,700.34	£2,843	£3,000	
	£0	£0	£0	£0	<b>Elizabeth Drive Corner</b>	£0	£0	£770	£770	£800	
	£933	£87	£513	£967	<b>Subscriptions:</b>	£600	£42	£35	£77	£600	
	£0	£0	£724	£0	<b>Tree Survey</b>	£0	£0	£0	£0	£0	
	£0	£30	£30	£0	<b>Training - LGA72s111</b>	£100	£0	£0	£0	£100	
	£0	£28	£495	£97	<b>War Memorial</b>	£150	£0	£150	£150	£150	
					<b>Tawstock Village Hall</b>	£0	£2,035	£0	£2,035	£0	
				£588	<b>Contingency</b>	£2,000	207	£1,794	£2,000	£2,000	
	£14,533	£16,779	£12,664	£15,040	<b>TOTALS</b>	£19,954	8,369	£16,213	£24,582	£23,248	
<b>ASSETS @ 04/11/16</b>					<b>Recommended Transfers</b>						
Cash and Bank Accounts					<b>Funded BY:-</b>						
	Current	£51,399.86							<b>Precept:</b>	£16,220	
	Deposit	£15,939.27							<b>NDC LCTS Grant Estimate</b>	£395	
	<b>TOTAL Cash and Bank Accounts</b>					£67,339.13			<b>Max. parish grant application Estimate</b>	£2,433	
<b>Earmarked Funding</b>					<b>Projected Balance at 31/3/17:</b>						
	Hollamoor Solar Farm Community Fund ( R )	£5,000.00								£6,927	
	Playground Refurb	£20,000.00								£25,975	
	Tawstock Village Hall ( R )	£600.00									
	Burial Ground - OSA06s9 ( R )	£9,405.27									
	General Reserve (regulated 3-12 mnths bud	£4,988.00		£5,012.00							
	( R = Ring-fenced)								<b>Band D property</b>		
	<b>TOTAL Earmarked</b>					-£45,005.27					
	<b>VAT Control (To be reclaimed)</b>					£806.35					
	<b>Additional Expenditure to Yr End 31/3/17</b>					-£16,213.48			£16,220.04	<b>Variation prev yr</b>	
	<b>Projected Balance at 31/3/17</b>					£6,926.73				2.00%	
	<b>Regulated minimum reserve 3 months expenditure</b>					£5,811.88					



# Tower View Recreation Area

## Proposed enhancements

### KEY

-  Existing trees/woodland
-  Existing footpaths
-  Proposed new footpaths
-  Various new signage and information boards
-  New nature trail posts
-  New benches
-  Potential wild flower meadow
-  Position of potential new children's play area



Diagrammatic – not to scale | Base – ©Google