

**MINUTES OF A MEETING OF TAWSTOCK PARISH COUNCIL HELD ON  
TUESDAY 17<sup>th</sup> JANUARY 2023 AT 7.00 p.m.**

**Present: -** Councillor Bowden (Chair)  
Councillors Jenkins, Knight, Lines, Lofthouse, Needham, Norman, Short,  
Steer and Tucker (minutes 197 to 214).

NDC Councillors Lofthouse and Knight

M Isaac (Clerk)

**In Attendance:** Parishioner/Members of the Public – 4

**192. APOLOGIES**

Apologies were received from NDC Councillor Saxby

**193. PUBLIC SESSION**

The following matters were raised by Parishioners:

A Parishioner stated that the recently planted bulbs in the Tower View wildflower areas were growing well.

It was also reported that the drains in Old Sticklepath Hill were blocked and needed clearing. DCC Councillor Leaver agreed to action.

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

There were no issues raised.

**195. DECLARATIONS OF INTEREST**

There were no declarations of interest announced.

**196. CO-OPTION/RESIGNATION**

The Clerk reported that Christine Thorne had resigned from the Council.

The Council now had two vacancies but due to timing and the legal process could only make one appointment at this meeting.

Two people Mr Joe Tucker and Mr Philip Mason had expressed an interest in being co-opted onto the Council. Both candidates addressed the Council.

It was agreed to vote via a secret ballot. Following the secret ballot Joe Tucker was co-opted onto the Parish Council.

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### **197. CORRESPONDENCE**

The Clerk reported the receipt of an email from North Devon Council informing that as part of the training programme, a two-hour Code of Conduct session for Town and Parish Councils, would be delivered by the Monitoring Officer via Microsoft Teams on Monday 5<sup>th</sup> June 2023 at 6.00pm.

### **198. FINANCIAL MATTERS.**

#### **a) Payments**

RESOLVED that the following payments be approved:

North Devon Council Clerks Salary + Admin Fee	£623.44
M. Isaac Clerks Expenses	£5.66
U canstore.com Storage	£26.00

#### **b) Financial Position**

The financial position as of 5 January 2023 Current A/C £48,562.93 (includes £12,001 ringed fenced for Tower View Project) and Business Reserve A/C £16,038.59 was noted.

#### **c) Account Signatories.**

The Chair reported that following the resignation of Christine Thorne there were now only two authorised signatories.

Following offers from Councillors Lofthouse and Needham it was agreed that both be added as signatories to the Council's accounts.

It was agreed to write to Christine Thorne thanking her for over 20 years' service and contribution to the Parish and Parish Council.

### **199. MINUTES**

RESOLVED, that the minutes of the meeting held on 20<sup>th</sup> December 2022 be approved as a correct record and signed by the Chairman subject to the preamble to minute 181 being amended as follows:

Councillor Needham stated that he had sent a photo by What's App to Councillors regarding the growth on the fencing and the general overgrown situation in the corner of Tudor Drive Play Area. He also said that there were two wooden seat benches and a wooden picnic table that needed retreating. Councillor Needham offered to retreat all the items. Councillor Lofthouse agreed to help.

Councillor Needham reported that last eve he had attended the first meeting of the Taw Torridge Estuary Forum. Thirty organisations were represented and he had been appointed Vice Chair and to the Policy and Consultation Committee. The membership fees for the first year had been waived but would normally be £20 per year.

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

There were no issues raised.

**201. DCC COUNCILLOR REPORTS AND DISTRICT COUNCILLOR REPORTS**

**(a) DCC REPORTS**

i) DCC Councillor Leaver reported:

- That though in financial difficulty DCC were making efforts to make savings and had allocated £150,000 towards the extension of 20 mph areas
- That the resurfacing works on the roads around the Stones roundabout were programmed for April.
- That Matt Collins was working with Persimmon agree the signage for the Bus Gate.

The Chair stated that Damon Buckle, Persimmon had informed her that DCC had referred the signage back to them and were seeking amendments. Persimmon had the finances in place, a contractor appointed and just needed the signage signed off.

ii) DCC Councillor Henderson reported:

- That he had received the proposed signs/lines for the Bus Gate.
- That the Old Torrington Road pavement was under construction.
- That Devon County Council was proposing to remove the permitted development rights that currently allowed for mineral working for agricultural purposes to take place without the need to submit a planning application at Codden Hill. An Article 4 Direction under Article 4(1) of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for development consisting of mineral working for agricultural purposes (Class C, Part 6 of Schedule 2) at Codden Hill, Bishop's Tawton, Barnstaple, Devon had been submitted.
- That he would again contact DCC Richard Sables regarding the signage at the bottom of Old Sticklepath Hill

Councillor Knight stated that the Parish Council had not yet seen the design for the Bus Gate or the proposed signs/lines.

It was agreed that the Clerk contact DCC Matt Collins seeking the above proposals.

**(b) NDC Councillor Knight**

Councillor Knight stated that he would prepare a simple word document for Parish Council Members to use the NDC Mapping tool to access/view Parish Boundaries.

**(c) NDC Councillor**

Councillor Lofthouse reported that North Devon Council was backing the Climate Awareness week encouraging residents across the district to organise a group clean-up or take part in a pre-organised events in their local area.

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It was stated that there was a Protest against sewerage meeting on the 28<sup>th</sup> January starting at 10 am in Castle Green, Barnstaple.

### **202. HIGHWAY ISSUES**

- a) Shorelands Road roundabout

It was agreed that if a 20-mph expression of interest application for Old Torrington Road was successful the rubber blocks would not be required

- b) Expressions of interest regarding 20 mph speed limit areas.

It was agreed that a 20-mph expression of interest application for Old Torrington Road Area be submitted.

DCC Councillors Henderson and Leaver agreed to work with the Clerk to submit the expression of interest application for Old Torrington Road

- c) Bus Gate – Old Torrington Road: Update.

See minute 201 above.

### **203. PRECEPT: UPDATE.**

The Clerk reported that the Council Tax Base for 2023/2024 was 1183.98 and based on a 16p a year rise on a Band D property equated to a precept of £21,903.60.

It was Resolved that a precept of £21,903.60 for 2023/24 be agreed.

### **204. PLANNING SUB COMMITTEE REPORT**

- a) The Council noted a report by Councillor Norman, Chair of the Planning Sub Committee on the Sub Committee recommendations on the considered planning applications.

- b) Application 76293 Outline application for up to 450 dwellings including access (appearance, landscaping, layout & scale reserved) - EIA development, Land South of A39, Brynsworthy, Barnstaple

It was agreed that a joint meeting be sought with Fremington Parish Council with a presentation from NDC Planning Officer.

### **205. TUDOR PARK.**

The Clerk reported the receipt of a quote of £342 from Gavin Hendry to remove all the growth on the fencing adjoining the park and remove the cuttings.

It was agreed that the quote be accepted and the work undertaken mid to end of February.

**206. GROUNDS MAINTENANCE CONTRACT 2023/2025.**

The Chair reported that the Grounds Maintenance Contract Working Group had met on 12<sup>th</sup> January to review the grounds maintenance tender document and proposals for the Tower View Recreation Area.

The Working Group had considered that the current contract required significant amending and due to the tender timescale should be considered over the next few months ready for tender advert in time for the contract to commence in April 2024. In the meantime, the existing contract should be extended with the existing contractor for 12 months.

The Chair further reported that she and Councillor Knight had visited the Tawstock Cemetery. There were a number of issues that they had identified that required attention in relation to the disposal of watering receptacles, signage, frequency of gully cleaning and the depositing of soil from grave digging.

The Chair stated that she would purchase two plastic watering cans for people to water flowers etc.

It was agreed:

- a) That the above recommendations of the Working Group be adopted and that a price be sought from Gavin Hendry to extend the contract for 12 months to 31 March 2024.  
Councillor Jenkins abstained from voting.
- b) That an item be included on the next agenda regarding the cemetery issues.

**207. COMMUNICATION/TRACKER.**

Councillor Bowden stated all Councillors needed to be part of the What's App Group. The app was a good tool for arranging meetings. Councillors can vote for their preferred/available dates/times but needed to respond to such requests to enable dates to be agreed.

She further stated that the tracker was no longer required as current items would be included on the agenda.

It was agreed that the tracker be removed.

**208. NEW WEBSITE: UPDATE.**

Councillor Bowden reported the Working Group had met with Mark Thake of Idea Engine regarding the production of a new website.

In order to progress the provision of a new website it was recommended that a Sub Committee of the same Councillors (of the Working Group) be appointed with delegated authority to draft and agree the design and build of the website within the quoted cost of £800 + 10% contingency.

The above recommendations of the Working Group were adopted. Councillor Jenkins was also appointed to the Sub Committee.

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Councillors were asked and each stated what information i.e., photo, name, telephone number, email address they would prefer to be included on the website.

### **209. LOCAL PLAN: UPDATE.**

Councillor Lofthouse stated that there was no update to report.

### **210. NOTICEBOARDS.**

The Clerk reported that Mr Maynard who had supplied the Lake noticeboard was able to make the required noticeboards but over an unspecified period of time for approximately £1,000 per noticeboard.

It was agreed:

- a) That the quote from Mr Maynard to provide a new wooden noticeboard for the Tower Recreation Area be agreed.
- b) That notice boards be provided at the following locations at a future date:
  - Entrance to Larkbear
  - Eastacombe
  - In the Old Bideford Road area – location to be agreed

It was agreed that an item be included on a future agenda regarding the availability of additional/potential s106 monies for the Parish.

### **211. ENFORCEMENT – OVERGROWN UNDEVELOPED FIELD IN BROADCLOSE ROAD, STICKLEPATH, BARNSTAPLE**

The Clerk read a response from NDC Planning Manager regarding the above site.

‘A Planning Officer had contacted the agent and they had spoken to the owner (of the site) about the condition of the site. The agent had confirmed that approximately 10 days ago the owner had removed the rubbish that had been thrown over the fencing. Within the next 2 weeks he would put weed killer around the boundary of the site to ensure that no weeds got into neighbouring properties.

The agent had also confirmed, they were close to obtaining the final signatures on the Section 106 Legal Agreement (in relation to planning application ref 55503) as soon as the client received the planning permission, but definitely before March, he would be carrying out site clearance so that works on site for the bungalows would progress’

It was agreed that confirmation be sought from NDC Planning regarding the planning permission as it was assumed that it had lapsed.

### **212. TOWER VIEW RECREATIONAL AREA PROJECT.**

- a) .Footpath Tarmacking - Quotes

The Clerk reported the receipt of a further quote received from Gregorys Tarmacadam. The quote did not provide for an anti-slip aggregate as requested in the specification at the bottom

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end of the southern path and as quoted for by Birch & Sons but a higher-grade surfacing which was cheaper and considered as effective.

The Chair agreed to contact Mr Gregory to discuss the matter.

### **213. ITEMS FOR FUTURE MEETING**

The following issues were raised:

Signage/Bins at Tudor Park

Elizabeth Drive/Shorelands Road – A utility digging a new trench

Councillor Lofthouse agreed to contact NDC regarding the provision of the Trade Waste Bin at the cemetery

The Council agreed an offer by Councillor Norman to prepare a Councillors Handbook in advance of the forthcoming elections and a Sustainability and Environmental Policy.

It was noted that NDC maintained Tawstock Churchyard

### **214. DATE OF NEXT PARISH COUNCIL MEETING**

It was noted that the next meeting would be on Tuesday 17<sup>th</sup> February 2023 @ 7.00 p.m.

Chairman

The meeting ended at 9.05 p.m.