

**MINUTES OF THE MEETING OF TAWSTOCK PARISH COUNCIL HELD ON  
TUESDAY 17<sup>th</sup> JUNE 2025 AT 7.00 p.m.**

**Present: -** Councillor Bowden (Chair)  
Councillors Bates, East, Jenkins, Knight, Lines, Lofthouse, Mason,  
Norman and Short.

NDC Councillors Coombs, Knight and Norman

DCC Councillor Leaver

M Isaac (Clerk)

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

**43. APOLOGIES**

Apologies were received from Councillor Needham and DCC Councillor Tyldesley

**44. PUBLIC SESSION**

A Parishioner raised the following issues:

- Donation. That he had been approached by a local family to make a donation to the Parish Council for something appropriate in the Tower View Recreation Area in memory of their late parents.  
It was noted that this request would be considered later in the meeting.
- Bus Gate. That under the new Devon County Council administration action would be taken regarding the operation of the bus gate.  
It was noted that DCC Leaver would update the Council later in the agenda.
- Broadclose Road. That the vacant development site in Broadclose Road was overgrown and unsightly. The site had not been kept tidy by the owner of the site and not cut for over 12 months.  
It was noted that the Planning Permission was still live and that the delay was due to the signing of the s106 agreement.  
It was agreed that NDC Planners be requested to contact the owner to get the area tidied up and cut.

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

The Clerk informed Council of a donation request from a local family to provide something appropriate in memory of their parents in the Tower View Recreation Area.

It was agreed to refer consideration to the Parks and Open Space Committee

Councillor Norman declared an interest as he was distantly related to the family making the donation.

**46. DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **47. CORRESPONDENCE**

There was no correspondence to report

#### **48. FINANCIAL MATTERS.**

##### **a) Payments**

RESOLVED that the following payments be approved:

North Devon Council Clerks Salary + Admin Fee	£736.68
M. Isaac – Clerks Expenses	£9.18
L. Evely – Grounds Maintenance Contract	£979.05
J. Snooks – Internal Audit	£250.00
Ucanstore.com – Storage	£30.03
Barnstaple Town Council – Play Area Inspections	£225.00

##### **b) Audit 2024/2025**

- i) That the Annual Internal Audit Report be noted. The Clerk highlighted the issues raised.

Resolved that:

- ii) The Annual Governance Statement as outlined in section 1 of the Annual Governance and Accountability Return 2024/25 be approved and signed by the Chairman and Clerk
- iii) The Accounting Statements as outlined in section 2 of the Annual Governance and Accounting Return 2024/25 be approved and signed by the Chairman and Clerk

#### **49. MINUTES**

RESOLVED, that the minutes of the meetings held on 20<sup>th</sup> May 2025 be approved as correct records and signed by the Chair.

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

There were no matters arising.

#### **51. COUNTY COUNCILLOR REPORTS**

##### **DCC Councillor Leaver**

DCC Councillor Leaver reported the following:

- That Local Government re-organisation was still on going and currently there were 10 options on the table for consideration. The Final submission date was November 2025.
- That following the recent elections there had been a change in administration and Devon County Council was now run by the Liberal Democrats with an informal agreement with the Green Party and Independents. The priorities were Children's Services and Highways

- Bus Gate – DCC had been granted powers by the Department of Transport to use cameras at the Bus Gate and money was available for their installation and operation. Currently the installation of the cameras was number 2 on the list for implementation and procurement. The poles that had been erected were for a traffic count that had now been completed and results awaited.
- That she had been elected Chair of Devon County Council.

## **52. DISTRICT COUNCILLOR REPORTS**

### **a) NDC Councillor Knight**

Councillor Knight reported the following:

Road Sweeping – that there had been an improvement to the service and the Wrey Arms roundabout had been swept.

Local Drainage Issues – That he had passed on relevant drainage issues following the recent heavy rain and flooding.

### **b) NDC Councillor Coombs**

Councillor Coombs reported that the planning application for the signage in regard to the new garage at Roundwell had been refused. An enforcement action would now be started to get the signs removed and would include the large pole.

### **c) NDC Councillor Norman**

The Council noted a report by NDC Councillor Norman that had been previously circulated to all Members.

He highlighted the following issue:

**Community Governance Review** which was particularly relevant to Tawstock Parish Council recently been discussed at the Council meetings.

The North Devon Governance Committee had met on the 10<sup>th</sup> June 2025 and agreed a terms of reference. Initial consultation: Submissions and views sought and invited on existing arrangements from affected residents and other stakeholders 4<sup>th</sup> July 2025 – 30 September 2025. Governance considered draft proposals at meeting on 11<sup>th</sup> November.

Link to the report below

<https://democracy.northdevon.gov.uk/documents/g3080/Public%20reports%20pack%2010th-Jun-2025%2018.30%20Governance%20Committee.pdf?T=10>

## **53. HIGHWAY ISSUES**

There were no issues raised.

## **54. PLANNING MATTERS**

The Chair updated Council on the Planning Applications considered by the Planning Committee.

**55. WEBSITE.**

Councillor Bowden requested a volunteer to assist and be trained with uploading documents onto the website

Councillor Mason volunteered to assist.

**56. COMMUNITIES.**

Councillor Knight reported that he could create a Communities Group (Folder) on WhatsApp that included all the Councils Groups/Committee in one place for easy reference and access.

It was agreed that Councillor Knight create a Tawstock Communities WhatsApp Group to be reviewed after a trial period.

**57. PARISH SURVEY**

The Clerk reported that he had contacted Royal Mail who had advised that they no longer did bulk addressed letters but provided a door to door service drop for leaflets at a cost of approximately £200 for up to 3,000 properties. North Devon Council could provide printed address labels for £7 + vat.

It was agreed that the Clerk purchase the printed address labels from North Devon Council

Councillor Bowden agreed to seek a quote from a local printer to print the copies of the survey.

**58. TOWER VIEW AND TUDOR PARK. QUOTES REGARDING NEW PLAY EQUIPMENT AND BENCH.**

The Clerk reported the receipt of a quote from TK Play of £1,120 (inc vat) for a new bench and installation in Tudor Park.

It was agreed that the quote be accepted

The Council noted a quote from TK Play of £19,824 (inc vat) for a new piece of play equipment and safety surfacing and installation in Tower View and that the Parks and Open Space Committee would consider the details of the project and its delivery for consideration at a future Council meeting.

**59. PROVISION OF NOTICEBOARD.**

It was agreed that Councillor Lofthouse collect both noticeboards from Barnstaple Town Council one for Eastacombe and the other for another site to be agreed.

**60. ITEMS FOR FUTURE MEETING**

The following matters were raised:

Litchardon Solar Farm Project Funding: Update  
Provision of footpath at Tawcroft as per planning consent 72227 Larkbear.

**61. DATE OF NEXT PARISH COUNCIL MEETING**

It was noted that the next Parish Council meeting would be on Tuesday 15<sup>th</sup> July 2025 7.00 p.m.

Chairman The meeting ended at 8.39 p.m.