

**MINUTES OF THE MEETING OF TAWSTOCK PARISH COUNCIL HELD ON  
TUESDAY 15<sup>th</sup> APRIL 2025 AT 7.00 p.m.**

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

NDC Councillors Coombs, Knight and Norman.

M Isaac (Clerk)

**In Attendance:** Parishioner/Members of the Public – None

**1. APOLOGIES**

Apologies were received from Councillors Lines, Mason and Short and DCC Councillor Leaver.

**2. PUBLIC SESSION**

There were no questions from Parishioners.

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

There were no matters raised.

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**5. CORRESPONDENCE**

The Chair reported the receipt of an email from a Parishioner asking for clarification of the precept increase for 2025/26. She and the Clerk had written a response which had been sent to the Parishioner.

**6. FINANCIAL MATTERS.**

**a) Payments**

RESOLVED that the following payments be approved:

North Devon Council Clerks Salary + Admin Fee	£695.99
Ucanstore.com – Storage	£30.02
M. Isaac – Clerks Expenses	£13.45
L. Evely – Grounds Maintenance Contract	£940.43

It was agreed due to the large increase in membership fee not to renew the DALC membership at present.

The Chair reported that the Clerk's work load had increased with additional Committee and Working Party meetings.

It was agreed that the Clerk report back at the next Parish Council meeting on an increase in weekly hours.

## **7. MINUTES**

RESOLVED, that the minutes of the meetings held on 18<sup>th</sup> March 2025 be approved as correct records and signed by the Chair.

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

There were no matters arising.

## **9. COUNTY COUNCILLOR REPORTS**

In the absence of DCC Councillors there was no DCC report.:

## **10. DISTRICT COUNCILLOR REPORTS**

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

Councillor Knight had no issues to report.

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

Councillor Coombs reported that she had still not received a response from DCC Councillor Henderson regarding the lack of legible lines on the A39 roundabout.

In answer to a question, she stated that the signage issues in regard to the new garage at Roundwell was still ongoing. The officer had requested a further assessment from the owner.

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

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

- That a scheduled meeting of the Planning Committee on 7 May 2025 would consider planning application 77576: White Cross Offshore Windfarm.
- North Devon Council was inviting residents to take part in commemorations for the 80th anniversaries of Victory in Europe (VE) Day and Victory over Japan (VJ) Day, marking the end of the Second World War.
- That from Tuesday, 25 March the council had entered the pre-election period, or 'purdah', until after the elections. As such, the council must comply with restrictions outlined in Section 2 of the Local Government Act 1986 and the Code of Recommended Practice on Local Authority Publicity (2011).
- That the funding of the North Devon Council element of the night bus service between Bideford, Barnstaple and Ilfracombe had been approved.

## **11. HIGHWAY ISSUES**

DCC Land for sale Old Torrington Road

It was agreed that no further action/consideration be taken.

## **12. PLANNING MATTERS**

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

Councillor Needham reported an article in the ND Gazette regarding the former Petroc site at Roundswell becoming an electrical superstore with HBH Woolacotts moving from the High Street and making reference to Tawstock Parish Council.

## **13. PARISH SURVEY**

In the absence of Councillor Mason. It was agreed to defer to the next meeting.

Councillor Knight reported:

- That there were two options for the form design – typeform and survey monkey
- That Royal Mail would charge 0.32p per form delivery based on 1,000 forms. An application for a business account would need to be made.

Councillor Norman stated that NDC may be able to assist.

## **14. GOVERNANCE WORKING GROUP**

Councillor Needham reported on the Working Group meeting held on 9<sup>th</sup> April 2025 (previously circulated).

It was agreed:

- a) That the notes be noted.
- b) That the following be incorporated in a Communications Policy to be formulated.
  - i) E Mail replies to be within 7 days
  - ii) Council WhatsApp Group replies within 24 hours and to be used for Council business only
  - iii) Other form of communication used replies within 7 days
  - iv) Apologies for absence to be notified to the Clerk and appropriate Chair when the agenda is issued even if previously given
  - v) Agenda items and any additional information to be notified to the Clerk 10 days before the date of the meeting

Discussion was held on the consideration/adoption of the Risk Assessment for Tower View Recreation Area and Tudor Park.

It was agreed that Councillor Bates would forward a copy of the draft Risk Assessment be forwarded to Councillor Bowden.

## **15. PARKS AND OPEN SPACE COMMITTEE**

It was reported that the gravestone survey by FJ Stephens had just been received and only 4 gravestones had been identified as unsafe.

It was agreed that Councillor Bowden produce a laminated sign to be posted outside the cemetery informing what the red flags notified.

Councillor Bowden reported on the Committee meeting held on 3<sup>rd</sup> April 2025 (previously circulated).

It was agreed:

- a) That the minutes be noted and agreed.
- b) That the quote from TK Play of £1,096.80 (inc. VAT) for a new plastic bench be accepted but that clarification be sought on the need for a concrete base at additional cost.
- c) That Thursday 1<sup>st</sup> May @ 11.30 am be suggested for the site meeting to look at the proposed extension to the play area in Tower View.

#### **16. TOWER VIEW PLAY AREA EXTENSION.**

See minute 15 c) above

#### **17. PROVISION OF NOTICEBOARD.**

- a) Eastacombe.  
Councillor Lofthouse reported that he had circulated two possible available noticeboards and had since been advised of a possible third surplus to the requirements of Barnstaple Town Council. He would obtain the noticeboard measurements and report back to Council.

#### **18. LITCHARDON CROSS SOLAR FARM: UPDATE**

In the absence of Councillor Mason, the above matter was deferred to the next meeting.

#### **19. ITEMS FOR FUTURE MEETING**

There were no matters raised

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

It was noted that the next Parish Council meeting would be the Annual Parish meeting and Annual Parish Council meeting on Tuesday 20<sup>th</sup> May 2025 7.00 p.m. respectively.

Chairman The meeting ended at 8.27 p.m.