

**MINUTES OF THE MEETING OF TAWSTOCK PARISH COUNCIL HELD ON
TUESDAY 16th APRIL 2024 AT 7.00 p.m.**

Present: - Councillor Bowden (Chair)
Councillors Bates (for minutes 6-21), East, Jenkins, Knight, Lines,
Lofthouse, Mason, Needham, Norman and Short.

NDC Councillors Knight and Norman

M Isaac (Clerk)

In Attendance: Parishioner/Members of the Public – None

1. APOLOGIES

Apologies were received from DCC Councillor Henderson and NDC Councillor Renshaw.

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

There were no issues brought forward by the Chair as a matter of urgency:

3. PUBLIC SESSION

There were no questions from Parishioners.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. CO-OPTION VACANCY

The Clerk reported that one person, Sharron Bates had expressed an interest in being co-opted onto the Council.

Following a show of hands Sharron Bates was co-opted onto the Parish Council.

6. CORRESPONDENCE

The Council agreed to exclude the public and press from the meeting to discuss a received correspondence. Following discussions the correspondence was noted.

The public and press were the re-admitted to the meeting.

7. FINANCIAL MATTERS.

a) Payments

RESOLVED that the following payments be approved:

North Devon Council Clerks Salary + Admin Fee

£666.93

M. Isaac Clerks Expenses	£10.60
Ucanstore.com – Storage	£26.00
TK Play – New Bench Tudor Park	£1,036.80 (VAT £172.80)
TK Play – Roundabout Repair Tower View	£936.00 (VAT £156.00)
TK Play – New Slide Tower View	£1,068.00 (VAT £178.00)
RoSPA Playsafety – Annual Play Areas Inspection	£187.20 (VAT £31.20)
London Hearts – New Defibrillator Donation	£750.00
DALC – Annual Subscription	£890.18 (VAT £109.19)
Gavin Hendry – Grounds Maintenance	£660.00

b) Financial Position

The current financial position at 5 March 2024 Current A/C £43,874.70 (includes £7,527.62 ringed fenced for Tower View Project and grants of £1,670 for Tower View Play Area and £1,000 for Tawstock Village Hall Project) and Business Reserve A/C £16,272.45 was noted.

c) Online Banking.

Councillor Bowden reported that the two bank accounts agreed at the last meeting had been opened, currently with nil balances. She had contacted Nat West Bank regarding on line banking who had confirmed that the Clerk would need to be added to the account to set up the invoices and paying facility. She would report further at the June Parish Council meeting.

8. MINUTES

RESOLVED, that the minutes of the meeting held on 19th March 2024 be approved as a correct record and signed by the Chairman

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

There were no matters arising.

10. DCC COUNCILLOR REPORT

DCC Councillor Leaver reported the following:

- Old Torrington Road footway – two pairs of dropped kerbs near Sandringham Gardens had been installed by the developers. However, one extra one was put in as they were using an old plan from before the new footway was built, this needed to be corrected.
- The Toucan crossing on the A39 had been completed. The high friction surfacing had been replaced at night at the developer's expense. They had also paid for night time manual control of the lights at Cedars during the works. The new speed limit signs, however, were now obscured and she would try to get the developer to cut back the trees.
- Cedars Roundabout work programme - due to end at the beginning of June 2024. Overnight closures planned at the end of April for 5 nights – this would be advertised on the messages signs around the town. Bus services would run via the official diversion – via the A39, and an extra shuttle bus would operate between Barnstaple and Bideford.
- Bus gate camera enforcement powers – short message below from the DfT Policy Advisor about the application for enforcement powers:

I am writing to inform you that unfortunately the Tranche 3 Designation Order necessary to enable civil enforcement of moving traffic contraventions had not been laid before Parliament on 11 March 2024. Therefore, the powers would not come into force on 6 April 2024. This Designation Order would now be delivered alongside other planned drivers measures – likely later in the year or early next year.’

- Gratton Way to Roundswell roundabout bus lane scheme – Traffic Road Orders to be advertised soon. Road space had been booked on One Network from September to June. to allow sufficient time for the works to be programmed and avoid other (utility) companies booking the space or nearby works.
- That the Links Centres would be closed but future provision was not clear.
- That Public consultation was being undertaken regarding the Devolution process.
- That Spotlight were doing a feature on speeding and anti-social behaviour in the area.
- That Cabinet had agreed a Safety Valve Agreement from the DfE regarding Special needs overspending.
- That she was pursuing the clearing of the drains at the bottom of Lake and the junction of Tawstock Court and Old Sticklepath Road.

11. DISTRICT COUNCILLOR REPORTS

a) NDC Councillor Knight

Councillor Knight reported the following:

- That he had been informed that DCC would be liable for any costs incurred by the developer if the bus gate was removed.
- That the waste and recycling unit had a £3million investment for improvements with a new fleet of 16 kerbside recycling vehicles, signalling a significant advancement in the district's commitment to sustainability and efficient waste management.
- That he was still progressing the removal of materials at the bottom of Lake Hill

b) NDC Councillor Norman

Councillor Norman reported that a joint approach to economic development had been agreed with Torridge District Council.

12. HIGHWAY ISSUES

DCC Highway Community Enhancement Fund.

The Clerk reported that the initiative by DCC Highways made a sum of money available in grants to Towns, Parishes and Community Groups in Devon. The fund was for highway maintenance and could be used to enable organisations to carry out a range of works. The fund aimed to encourage highway community enhancement in towns and parishes by providing financial assistance, as well as encouraging collaborative working between towns, parishes, and voluntary and community groups. Any initiatives would be matched funded.

13. REPORT OF THE PLANNING SUB COMMITTEE ON APPLICATIONS CONSIDERED PRIOR TO THE PARISH COUNCIL MEETING

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

14. PARISH SURVEY

Councillor Mason reported that he had drafted a series of questions based on the previous Parish Survey and circulated to all Councillors for comment. Responses had been received from a couple of Councillors.

Discussion was held regarding GDPR registration and policy.

It was agreed that Councillors Bowden, Knight and Mason meeting to discuss the survey and report to a future meeting.

15. PARKS AND OPEN SPACE COMMITTEE

The Council considered and noted the minutes of the Parks and Open Space Committee meeting 11th April 2024 held on (previously circulated).

RESOLVED that the following recommendations be agreed:

a) Tudor Drive – Verges

That the quote from Lewis Evely to cut the shrubs in the three verges of £500 be accepted and the area added to the Grounds Maintenance Contract.

b) Elizabeth Drive – Small Corner Area

That the quote from Lewis Evely to cut the area on 8 occasions a year with the option of 4 additional cuts as and when required by the Parish Council of £38 per cut be accepted and the area included in the grounds maintenance contract.

c) Tower View Recreation Area

i) It was noted that a quote from Lewis Evely to build up the bank and move earth from the bottom of the bank on the play area side and placed it on the top of the bank during the summer was awaited

ii) Bottom Bank

That the quote from Lewis Evely to spray and purchase and plant seeds in the bottom wildflower area of £676 be accepted.

iii) Top Wildflower Area.

That the quote from Lewis Evely to remove the plantain and strim the front of the wildflower area of £270 be accepted.

16. POLICY AND PROCEDURES

The Council considered and adopted the following policy and procedure documents (previously circulated) Standing Orders, Child Protection Policy, Model Code of Conduct and Diversity & Equality Policy.

17. TAWSTOCK VILLAGE HALL: GRANT

It was agreed to defer consideration of the matter to the next meeting for Councillor Short to provide further information regarding the project and costings.

18. BURIAL GROUND POLICY RE TYPE AND SIZE OF HEADSTONES AND MEMORIALS

It was agreed that the Clerk seek information regarding the type and size of headstones and memorials used in other burial grounds.

19. PARISH NOTICEBOARD

Noticeboard Eastacombe

Councillor Knight stated that he could not find any cheaper prices for an aluminium noticeboard that found by the Clerk. He agreed to provide pictures of possible noticeboards for consideration at the next meeting.

20. ITEMS FOR FUTURE MEETING

There following issues were raised for next Council meeting:

Taw and Torridge Estuary Forum
August Parish Council meeting
Litchardon Solar Panel Fund Group Meeting : Update
Planning Committee Membership
Policies

21. DATE OF NEXT PARISH COUNCIL MEETING

It was noted that the next Parish Council meeting would be on Tuesday 21st May 2024
@ 7.00 p.m.

Chairman The meeting ended at 9.00 p.m.