

**MINUTES OF THE MEETING OF TAWSTOCK PARISH COUNCIL HELD ON  
TUESDAY 20<sup>th</sup> MAY 2025 AT 7.15 p.m.**

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

NDC Councillor Knight.

DCC Councillor Tyldesley

M Isaac (Clerk)

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

**21. APPOINTMENT OF CHAIR 2025/2026**

RESOLVED that Councillor Bowden be appointed Chair for 2025/26.

Councillor Needham abstained from voting.

**22. APOLOGIES**

Apologies were received from Councillors Lofthouse, Norman and Short and NDC Councillor Coombs

**23. APPOINTMENT OF VICE CHAIR 2025/2026**

RESOLVED that Councillor Bates be appointed Vice Chair for 2025/26.

**24. PUBLIC SESSION**

There were no questions from Parishioners.

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

There were no matters raised.

**26. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**27. CORRESPONDENCE**

There was no correspondence to report

**28. FINANCIAL MATTERS.**

**a) Payments**

RESOLVED that the following payments be approved:

North Devon Council Clerks Salary + Admin Fee	£736.68
Ucanstore.com – Storage (2 Months)	£60.04
M. Isaac – Clerks Expenses	£15.26
L. Evely – Grounds Maintenance Contract	£979.05
Sticklepath Methodist Church – Room Hire (Feb, March, April)	£225.00
North Devon Council – Waste Collection Tawstock Cemetery	£95.06
F J Stephens – Memorial Inspections	£447.60

b) Accounts and Bank Reconciliation 2024/25.

The accounts and Bank Reconciliation 2024-25 were noted and agreed.

c) Clerk additional workload increase in weekly hours.

It was agreed that due to an increase in workload the Clerks weekly hours be increased to 11 hour per week back dated to 1<sup>st</sup> April 2025.

The Clerk was not present during the discussions or voting thereon.

## **29. MINUTES**

RESOLVED, that the minutes of the meetings held on 15<sup>th</sup> April 2025 be approved as correct records and signed by the Chair.

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

There were no matters arising.

## **31. COUNTY COUNCILLOR REPORTS**

The Chair welcomed DCC Councillor Tyldesley to his first meeting of Tawstock Parish Council.

Councillor Tyldesley stated that the Liberal Democrats would be the new DCC minority administration and that a new portal was being established for Councillors to contact officers directly and track updates on issues raised. He also reported that Community grants were available for local groups.

## **32. DISTRICT COUNCILLOR REPORTS**

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

Councillor Knight reported the following:

- That he had been in contact with DCC Councillor Biederman regarding suggestions for a new goal net at Tower View
- That Councillor Norman had received representations from residents regarding the dumping of rubbish in the woods at the rear of the Crematorium. He would look to organise a litter pick.

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

In the absence of Councillor Coombs the Clerk reported the following on her behalf:

Signage at Roundwell garage: Another extension of time has been granted to provide a lighting assessment by 3rd June. She has sent a fairly firm email to say we have to draw a line under this. The sign was well over sized and should be refused and enforcement action taken or the sign made smaller.

The other two items have referred to DCC Councillor Tyldesley to provide an update. 1) Missing white lines at Roundwell roundabout 2) concern over the new bus lane having concrete divider. This was making it harder for the ambulance service and car users to move out of the way.

DCC Councillor Tyldesley reported that missing white lines at the Roundswell roundabout would be considered at the next HATOC meeting and the DCC Councillor Biederman was spear heading a campaign regarding the bus lane issues.

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

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

- **North Devon Community Lottery Anniversary.**  
That April 7<sup>th</sup> marked one year of the North Devon Community Lottery and since the launch, the lottery had collectively raised £35,492.40 for good causes.
- **Decarbonising North Devon Council's Vehicles.** That a report had been considered at Policy Development Committee on 10<sup>th</sup> April 2025: in relation to Decarbonising Vehicles.
- **New Housing Strategy.** That the Council had adopted a new draft housing strategy, which sets out a high-level vision and objectives as to how the council plans to meet the housing needs and hopes of our communities.

### **33. HIGHWAY ISSUES**

Community Watch Signs – Location/Permission.

Councillor Bowden sought information as who to contact regarding the erection of Speed Watch signs on DCC lampposts along Old Torrington Road.

DCC Councillor Tyldesley agreed to investigate.

### **34. PLANNING MATTERS**

- a) The Chair updated Council on the Planning Applications considered by the Planning Committee.
- b) **80058** Outline application for erection of up to 450 dwellings, a local centre of community, retail convenience space, and associated development (with appearance, landscaping, layout and scale reserved)- EIA development, Land at Brynsworthy, Barnstaple

RECOMMENDED REFUSAL for the following reasons:

- The highway access was not sufficient and not in accordance with Policy BAR09 Glenwood Farm Strategic Extension of the North Devon and Torridge Local Plan
- Any new junction onto the A39 should be provided before any development was undertaken.

- The existing infrastructure; Roads, Hospital, Doctors surgeries, dental services and schools cannot cope with the existing demand for services

### **35. APPOINTMENT OF COMMITTEES**

RESOLVED that the following Committees/Working Group be reappointed and the following members appointed:

**Planning Committee** – Councillors Bowden , East, Jenkins, Knight, Mason and Short.  
Substitute Members Councillors Lofthouse and Norman.

**Parks and Open Space Committee** – Councillors Bates, Bowden, Jenkins, Knight, Lofthouse and Needham.

**Governance Working Group** – Councillors Bates, East, Mason, Needham and Norman

### **36. PARISH SURVEY**

Councillor Knight stated that he would chase his software contact regarding the for the paper survey form design and would liaise with Councillor Mason regarding the website to be used typeform or survey monkey design. It was noted that the final survey had not been agreed by the Council.

It was agreed that the Clerk seek a quote from Royal Mail for the delivery of 1,000 individually addressed letters and seek permission from NDC Electoral Services to use the Electoral Roll.

### **37. GOVERNANCE WORKING GROUP**

Councillor Needham reported on the Working Group meeting held on 14<sup>th</sup> May 2025 (previously circulated).

It was agreed:

- a) That the notes be noted.
- b) That the Complaints Policy (previously circulated) as recommended by the working group be adopted.
- c) That the Internal Communications Policy (previously circulated) as recommended by the working group be adopted.
- d) That the Risk Assessments for Tower View recreation area and Tudor Park (previously circulated) as recommended by the working group be adopted.
- e) That Asset Register Policy (previously circulated) as recommended by the working group be adopted.

Councillor Bowden (Chair of Council) and Councillor Needham (Chair of Governance Working group) both recorded their thanks to the Members of the Governance Working Group for their hard work.

**38. AUGUST PARISH COUNCIL MEETINGS- POLICY.**

It was agreed that there be no Full Parish Council meetings in August each year and that authority be delegated to the Clerk in consultation with three signatories to make payments during this month.

**39. LITCHARDON CROSS SOLAR FARM: UPDATE**

Councillor Mason reported that Infinis were still working on the mechanism for delivering the grant funds but the 5 Parish Council would still approve all grant applications. It was hoped that the scheme would be up and running over the summer.

**40. PROVISION OF NOTICEBOARD.**

In the absence of Councillor Lofthouse the update on the noticeboards measurements from Barnstaple Town Council for Eastacombe was deferred to the next meeting.

**41. ITEMS FOR FUTURE MEETING**

There were no matters raised

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

It was noted that the next Parish Council meeting would be on Tuesday 17<sup>th</sup> June 2025 7.00 p.m.

Chairman The meeting ended at 8.28 p.m.