

**MINUTES OF A VIRTUAL MEETING OF TAWSTOCK PARISH COUNCIL HELD
ON TUESDAY 4th MAY 2021 AT 7.15 p.m.**

Present: - Councillor Blackman (Chairman)(Minutes 6 -23)
Councillors Bowden, Knight, Lines, Lofthouse, Luggar, Short and
M. Ward (In the Chair for minutes 1 - 5).

NDC Councillors Knight and Lofthouse

M Isaac (Clerk)

In Attendance: Parishioner/Members of the Public - 2

1. APPOINTMENT OF CHAIR 2021/22

RESOLVED that Councillor Blackman be appointed Chair for 2021/22

2. APOLOGIES

Apologies were received from NDC Councillor Saxby and DCC Councillors Edgell and Mathews

3. APPOINTMENT OF VICE CHAIR 2021/22

RESOLVED that Councillor Ward be appointed Vice Chair for 2021/22.

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

There were no matters raised.

5. TUDOR DRIVE PARK.

a) Anti-Social Behaviour Issues.

A resident reported that children using the park were climbing on her fence and the adjacent trees causing a nuisance and looking into her property.

It was agreed:

- That full height wood panels be provided to block off the ends of the bushes area at a cost of approximately £30.
- That signage be erected 'keep off this area.'
- That planting along the boundary of the adjoining property be investigated.
- That the situation be monitored.

b) To consider a request to use the park for yoga classes.

It was noted that it would not be a regular event and the proposed user had public liability insurance.

It was agreed to defer consideration of the request to enable the proposed user to check that the public liability insurance covered the proposed use.

6. PUBLIC SESSION

There were no issues raised by Parishioners.

7. DECLARATIONS OF INTEREST

Councillor Luggar declared an interest in item 15 on the agenda as his daughter attended the school.

8. DCC COUNCILLOR REPORTS AND DISTRICT COUNCILLORS REPORT

a) DCC Councillors Reports

The Clerk presented a report from DCC Councillor Mathews:

That it had been a pleasure to work with Tawstock Parish Council over the past 8 years as the County Councillor for Barnstaple South. There were many things in the pipeline which should come to fruition in the next year.

b) NDC Councillor Knight

Councillor Knight had no issues to report but stated that Councillor Mathews had stated that if there were any issues that needed clarifying he would be happy to help.

c) NDC Councillor Lofthouse

Councillor Lofthouse had no issues to report.

d) NDC Councillor Saxby

The Clerk reported on behalf of Councillor Saxby that there were no issues to report in the Tawstock (Rural) area but a resident was worried about rats and also a closed footpath, and believed she would contact me directly. Good reports had been received that the broadband was working well, and residents were delighted at Openreach at being able to connect them.

9. MINUTES

RESOLVED, that the minutes of the meetings held on 16th and 31st March 2021 be approved as correct records and signed by the Chairman.

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

- a) Minute 218 - Consultations by Town/Parish Councils on major planning applications in adjoining Parishes: Update.

The Clerk reported that North Devon Council had advised that:

Unfortunately, it was not standard practice to consult adjoining parishes on all major applications. At present they only consulted adjoining parishes in the following instances:

- Major wind farm proposals
- Case officer instruction
- Where the proposal falls across a parish boundary, or
- Where the adjoining parish falls within the buffer of the proposed development site

They would however be happy to raise this with the Lead Planning Officers & our Senior Registration Officer and ask them to review the standard practice if it was felt the above was insufficient.

It was agreed to ask NDC to review the current standard practice.

11. RESIGNATION

The Council noted the resignation of Stuart Ward.

The Council recorded its thanks to former Councillor Ward for his work as a Parish Councillor and continued work as a resident of the Parish.

The Clerk reported that following the statutory procedure the Council was now able to co-opt a person onto the Parish Council.

12. HIGHWAY ISSUES

- a) Pavements/Footway Crossings Old Torrington Road

Councillor Knight stated that there was no update to report and that there would be 2 new County Councillors representing the Parish following the elections later in the week who would be able to report at the next meeting.

- b) Pavement condition Old Torrington Road: Prioritisation of Maintenance.

Councillor Knight stated that there was no update to report and that there would be 2 new County Councillors representing the Parish following the elections later in the week who would be able to report at the next meeting.

13. TOWER VIEW RECREATIONAL AREA

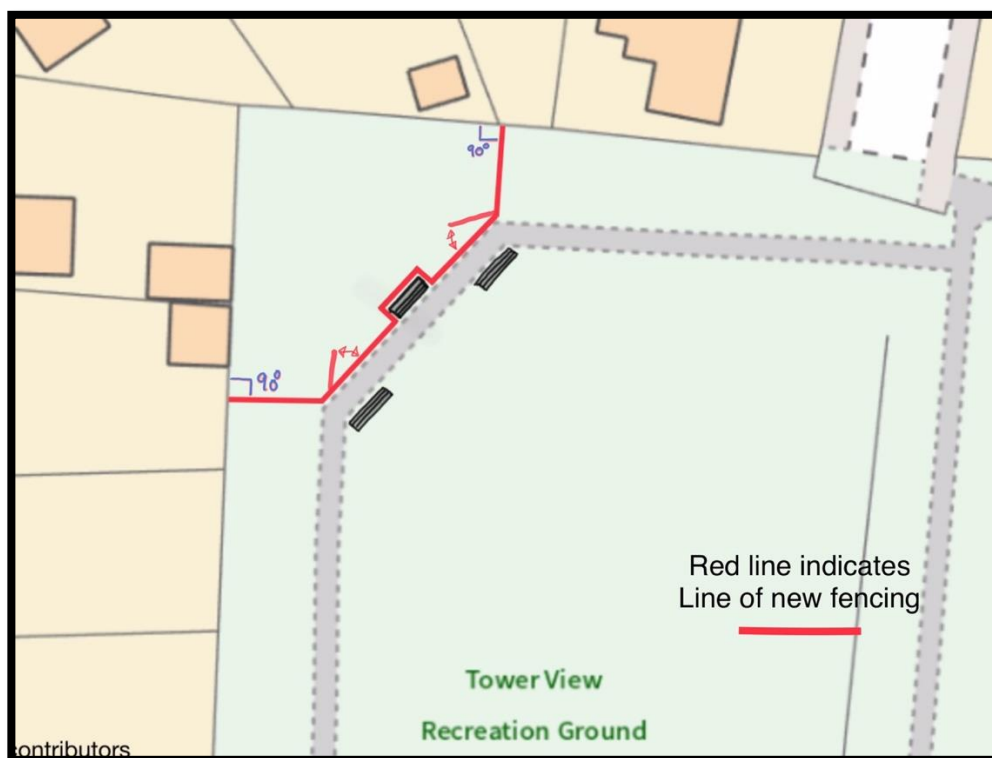
- a) Project Phase 1 remedial works and Phase 2. To consider recommendations following a site meeting.

It was agreed:

Nature Area

- That fencing be provided as shown on plan below.
- That the picket fencing be 600 mm high with a rounded top.
- That 2 gates be provided – In and Out at either end of the area on plan below.
- That 2 backless benches be provided as outlined on plan below.
- That ‘strimmed’ pathways be provided.

- That an information sign be provided, noticeboard explaining the project.



Path Work

That quotes be sought:

- i) For tarmacking the South Access
- ii) For the following options for treating the bank cut through:
 - a) Tarmac with kerb edges
 - b) Compact Gravel with wood edging
 - c) Plastic matting with no edging
 - d) Natural path with compact gravel laid on top of rough gravel and with no wood edging.

Bank

- That the bank, have a natural look and planted with native wild species.
- That the 'flat area' alongside the bank be planted with bulbs and strimmed as required.
- That the 'bind weed' and other invasive weeds be treated first with weed killer.
- That the recently planted hedge saplings be temporarily removed and planted at the bottom end of the bank or in pots to enable the whole 'bind weed' area to be treated.
- That the 'prickly' plants be planted along the Tudor Park boundary with the adjoining property to discourage children climbing the fence.

- b) Emergency Watering.

Councillor Knight reported that he had spoken to the Barnstaple Town Council Clerk and the Town Council had a water bowser that they would be happy to use to water the plants in the Tower View Recreation area. It had been assessed that would need four visits with the bowser to provide enough water to make a difference.

One person would be required with a vehicle for a day with the four trips to and from our compound to refill the bowser. On this basis there would be a charge £200 plus VAT per day.

It was considered that if the weather was dry and sunny 2 days of watering, spread out over the summer may be required.

It was agreed that, if required the Clerk in consultation with Members be authorised to request the watering on a maximum of 2 occasions at a cost of £200 per day.

- c) Rear garden boundary to the recreational fields. Dangerous loose corrugated iron sheets.

The Clerk reported the receipt of a response from the property owner.

It was agreed to ask NDC Building Control to inspect the boundary of the property.

- d) Tree roots penetrating a brick garden boundary wall. To consider a request from a resident to fell tree/s.

Councillor Lofthouse reported that he had sought a quote from an independent Arborologist to inspect the trees. A quote of £300 had been given. A survey of the wall would also need to be undertaken.

It was agreed that the onus was on the owner of the wall to seek an independent survey of the trees and wall to ascertain if the problem was being caused by the trees.

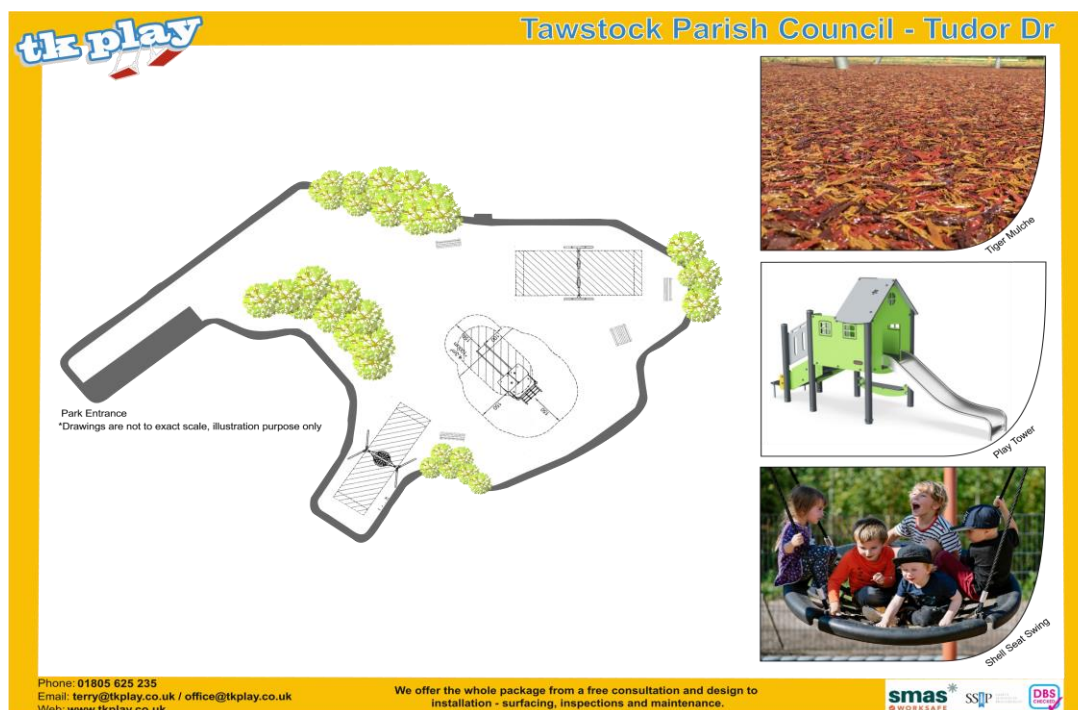
14. TUDOR DRIVE PARK.

- a) Provision of New Play Equipment. To consider recommendations following a site meeting.

It was agreed that the Clerk be authorised to sign the grant contract and:

- That the revised quote from TK Play be accepted
- That the Springy Elephant, Stepping-Stones and 2 small climbing frames be removed.
- That the Springy Elephant That a revised quote be obtained to provide an upgraded Basket Swing and the deletion of Site Welfare
- That the Springy Elephant, Stepping-Stones and 2 small climbing frames be removed.
- That the Springy Elephant and stepping stones be removed by TK Play and the small wire climbing frames by the Parish Council
- That the location of the new equipment; Basket Swing and Play tower and benches be as indicated on the attached plan.
- That the Play Tower be lime green
- That the benches be rainbow coloured

It was noted that the installation should commence in June.



15. PARISH GREEN AREAS: INSTALLATION OF TEMPORARY 'KEEP OFF THE GRASS' SIGNS

The Clerk reported that the Council's insurer had advised that the Council's public liability insurance covered any claims for damage.

Councillor Ward stated that on 3 occasions NDC Recycling lorry/Refuse lorry has driven over the corner and caused damage to the grass area. NDC has on each occasion admitted liability and made the area of damage good. NDC has now adopted a new procedure whereby the vehicles reverse in at both ends.

It was agreed that Councillor Knight provide and fix 3 temporary signs in each corner.

16. VILLAGE HALL COMMITTEE: COMMITTEE MEMBERS

a) Governance Document

Councillor Bowden stated she had received from Councillor Short a copy of the Tawstock Institute trust deed dated 1958, which does not appear to have been updated since that time. She was going to contact the Charity Commission to ask if the deed was still fit for purpose. She had concerns that there was only one appointed Trustee. The Charity Commission was the Custodian Trustee. She needed to clarify with the Charity Commission the difference between the two types of trustee and their legality.

The deed stated that a copy of the accounts should be sent each year to the Parish Council.

Councillor Short agreed to request that a copy of the accounts be sent annually to the Parish Council.

It was agreed to put the item on the next meeting agenda.

b) Installation of Broadband

It was considered that a quote should be sought to provide Broadband in the Village Hall.

It was agreed that the Clerk seek a quote to install broadband in the village hall and the subsequent on-going costs.

17. HOLYWELL SCHOOL.

Grant Application for laptops.

The Clerk reported the receipt of a grant request from the Head of Holywell School towards the provision of laptops. Each laptop costs £479 + £60 for a case. A copy of the accounts had been circulated to all members.

It was agreed to defer consideration of the application to ascertain if the laptops were still required.

Councillor Short agreed to speak to the Head Teacher.

18. LOCAL AUTHORITY REMOTE MEETINGS: CALL FOR EVIDENCE.

Councillor Lofthouse reported that there were currently no links to the Government web site to make comments, but consideration was being given to changing primary legislation. He would inform Members of the link once found.

The Clerk reported that following the recent High Court decision that, from 7 May Parish and Town Councils would no longer be able to meet remotely, and council meetings would only be able to take place in physical meetings.

19. PLANNING MATTERS

- a) 73071 Demolition of single storey extensions and erection of new extension, dormer and alteration, 15 Anne Crescent, Sticklepath, Barnstaple

RECOMMENDED Approval

- b) 73037 Demolition of existing and erection of new larger garage to include adjustments to the driveway, Long Meadow, Tawstock, Barnstaple

RECOMMENDED Approval

- c) 72952 Extensions to dwelling, 5 Andrew Road, Sticklepath, Barnstaple

RECOMMENDED Approval and that the window in the south elevation be obscured glass.

- d) 73139 Alteration and extension together with loft conversion to create additional living accommodation, 10 Elizabeth Drive, Sticklepath, Barnstaple

RECOMMENDED Approval subject to the dormer window facing No 8 being relocated on a side not facing an adjoining property.

- e) 73178 Variation of condition 2 (approved plans) attached to planning permission 71039 (extension to dwelling & erection of outbuilding) to allow variation of design approach, 1 Clarendon Gardens, Barnstaple

RECOMMENDED Refusal as the drawings were inaccurate and suggested an amended application was submitted for consideration.

- f) 72791 Extension to dwelling, Home Farm, Harracott, Barnstaple

RECOMMENDED Approval

- g) 73086 Reserved matters (appearance & landscaping) application for formation of site plateaus, using site won material to allow for future development (hybrid application outline for mix of B1, B2 & B8 uses and full planning for new access road for outline planning permission 62879), Roundswell Business Park, Roundswell, Barnstaple

RECOMMENDED Approval subject to a 3m hedgerow being provided around the whole of the site and at least 2m hedgerow boundaries within the site to provide a wildlife corridor.

- h) 73234 Notice of application to discharge a planning obligation under Regulation 3 of the Town & Country Planning (modification & discharge of planning obligations) Regulations 1992 in respect of occupancy restriction conditions attached to planning permission 51814 and 54509, Whitelake Farm, Hiscott, Barnstaple

RECOMMENDED Minded that the original s106 agreement be not amended.

- i) 73142 Variation of condition 2 (approved plans) and 6 (drainage illustration) attached to planning permission 71047 (Single storey extension to swimming pool building & conversion of outbuilding to form a function room) to allow revisions to massing, internal layout, elevations and drainage to the Function Room, Corffe, Tawstock, Barnstaple

RECOMMENDED Approval

20. THE TRACKER

The Tracker was noted.

21. CORRESPONDENCE

Concerns were expressed regarding E Scooters using the highways.

It was agreed to note the proposed trial of E Scooters and to await the outcome of the trial before making comment.

22. FINANCE MATTERS

a) Payments

RESOLVED:

That the following payments be approved:

North Devon Council Clerks Salary (March/April)	£1,137.48
M. Isaac Clerks Expenses	£16.90
Zoom Upgrade (monthly fee £14.39 inc. VAT)	£14.39
Ucanstore.com Storage	£72.00
Devon Association of Parish Councils – Membership	£606.42
RoSPA Playsafety Ltd. Annual Play Area Inspection	£164.40
CPRE Annual Membership	£36.00
Gavin Hendry Grounds Maintenance	£1,194.00
Chris Wallis Provision of fencing – Tower View Project	£1,482.00

It was agreed to cancel the Zoom subscription.

b) End of Year Accounts/Bank Reconciliation

That the end of year accounts and bank reconciliation be noted.

23. DATE OF NEXT MEETING

It was noted that the next Parish Council meeting would be on Tuesday 15th June 2021 at 7.00 p.m.

Chairman

The meeting closed at 9.12 p.m.