

**MINUTES OF A MEETING OF TAWSTOCK PARISH COUNCIL HELD ON
TUESDAY 18th OCTOBER 2022 AT 7.00 p.m.**

Present: - Councillor Blackman (Chair)
Councillors Bowden, Knight, Lines, Lofthouse, Needham, Norman, Short
and Steer.

NDC Councillors Knight and Lofthouse.

DCC Councillors Henderson and Leaver

M Isaac (Clerk)

In Attendance: Parishioner/Members of the Public – 4

116. APOLOGIES

Apologies were received from NDC Councillor Saxby

117. APPOINTMENT OF VICE CHAIR

RESOLVED that Councillor Bowden be appointed Vice Chair until re-appointments are made in the next municipal year.

118. PUBLIC SESSION

There were no questions raised by Parishioners.

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

There were no issues raised.

120. DECLARATIONS OF INTEREST

There were no declarations of interest announced.

121. DCC COUNCILLOR REPORTS AND DISTRICT COUNCILLORS REPORT

(a) DCC Councillor Leaver

DCC Councillor Leaver reported the following:

- Bus Gate – The legal documents had yet been signed. The Chair stated that she was awaiting a response from Persimmon as to the current position.
- Shorelands Road Roundabout – Awaiting a decision on the Bus Gate
- Wrey Arms Roundabout – Awaiting traffic modelling
- DCC Public Consultation on the local cycling and walking infrastructure plan for Barnstaple with Bideford and Northam. – Public consultation was now closed. She had requested that Larkbear be included as it had been omitted from the consultation.
- Finance – The Leader of DCC had advised that there was no spare money and cuts had been requested across all DCC services.

- Patching – She had requested that the road from the Barnhenge Roundabout down to the Halfords roundabout be patched.

(b) DCC Councillor Henderson

DCC Councillor Henderson reported the following:

- Cost of living assistance/advice. Help and advice for both businesses and residents was on the DCC web site.
- Adult Social Care Services. The Council along with other Local Authorities had lobbied Government for additional funds.
- Pavement Old Torrington Road – the scheme had been costed and budgeted but a quote was awaited from the contractor.
- Overhanging Trees – A contractor had been appointed to undertake the work
- Streetlighting – Councillor Henderson agreed to chase up the problem with the street lighting in Old Torrington Road

(c) NDC Councillor Knight

Councillor Knight reported:

- That NDC was also facing cuts in its budget. He was, however against increasing car park charges

(d) NDC Councillor Lofthouse

Councillor Lofthouse had no NDC issues to raise.

122. MINUTES

RESOLVED, that the minutes of the meetings held on 16th August 2022 and 6th September 2022 be approved as correct records and signed by the Chairman.

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

There were no issues raised.

124. HIGHWAY ISSUES

- a) Shorelands Road roundabout – Roundabout Traffic calming.

The Clerk reported that he had contacted Barnstaple Town Council regarding the St Georges Road scheme and the provision of rubber blocks but was still awaiting a response.

Councillor Knight reported that 2 pairs were required at an approx. cost of £1,000 a pair plus installation. A traffic order would not be required but DCC consent required to install them

It was agreed that the Clerk continue investigating the provision of rubber blocks.

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Councillor Norman agreed to monitor the number of vehicles that drove over the roundabout and report to a future meeting.

- b) Installation of pavement, Old Torrington Road.

See minute 121 (b) above.

- c) Bus Gate – Old Torrington Road: Update.

See minute 121 (a) above.

The Chair reported that Persimmon were working on the provision of the Bus Gate and had provided all the required paperwork to DCC.

Councillor Lofthouse reported that a condition would be put on the phase 2 planning consent to provide the Bus Gate in advance of the phase 2 development.

- d) Street Lighting – Old Torrington Road

See minute 121 (b) above.

125. RESIGNATION AND CO-OPTION

The Clerk reported that Councillor Ward had resigned and that following the legal process the Council was now able to co-opt onto the Parish Council.

It was agreed to advertise the vacant position.

The Chair stated that she had tendered her resignation, as from 31 October as she was moving away from the area

126. TOWER VIEW RECREATIONAL AREA PROJECT.

- a) Central Bank Maintenance and Top Wildlife Area Tree Pruning: Quote

The Clerk reported the receipt of a quote from Gavin Hendry.

It was agreed that the quote from Gavin Hendry to herbicide the central bank and prune the trees in the top wildlife area for £210 be accepted.

Councillor Lofthouse stated that he had a number of trees for the Park that needed collecting. Councillor Steer stated he may be able to arrange for them to be collected. He reported that Barnstaple Town Council had been awarded a gold medal for Barnstaple in Bloom.

- b) Bulbs/Tree Staking

Councillor Bowden reported that the bulbs had now arrived and that the tree staking had been booked in for the week commencing 24 October.

It was agreed to seek a quote from Garden Delights Nursery to plant the bulbs.

c) s106 Funds

The Clerk reported that the s106 funding application had been successful and £15,002.19 granted towards the Tower View Project.

It was agreed that to assist with cash flow 80% of the grant be claimed in advance.

127. PLAY AREAS

- a) Tudor Play Area.
Councillor Needham reported that the play area was a success and well used by residents.
- b) Tower View Play Area – Graffiti
The Clerk reported that the graffiti in the play area had now be removed by Barnstaple Town Council.

128. UNAUTHORISED FENCING TOWER VIEW RECREATION AREA

The Clerk reported the legal advice received regarding the removal of the unauthorised fencing from the recreation area.

It was agreed that the fence be removed and a letter sent to the house owner.

129. SPEED WATCH: UPDATE

Councillor Bowden reported that the speed watch had been a success. Nine sessions had been held, with generally one session a week with nine volunteers. 127 cars had been caught doing above 36 mph with the highest recorded speed of 46 mph. 107 first letters had been sent with 4 people receiving a second letter. There was one multiple offender. The Police had been on-site on one occasion and had caught two offenders. The data had also detected cars that were being driven without valid MOT's and insurance and vehicles that had been registered as SORN.

More volunteers were, however required to be part of the speed watch group.

130. NOTICEBOARD EASTACOMBE

The Clerk reported that the cost to provide a new noticeboard at Eastacombe. It was agreed to defer consideration to the next Parish Council meeting.

131. LOCAL PLAN: UPDATE.

Councillor Lofthouse reported that there was nothing to report at present.

132. DEFIBRILLATOR

- a) Update
The Chair reported that the defibrillator had been installed and registered. It had been suggested that training to use the defibrillator was required from Members of the Church. The Clerk had received a communication from a local person who had offered to give training free of charge.

The Clerk was requested to seek to arrange the training.

Councillor Needham stated that the defibrillator had not been installed correctly and required information regarding the postcode and cabinet number to be included on the outside of the cabinet

Councillor Bowden agreed to action.

b) Safety/Insurance

Councillor Norman reported that insurance nor training was required. However, it needed to be checked on a weekly basis and a record of the inspection made.

It was agreed that this may be undertaken by a volunteer from the Church.

133. WEBSITE

Councillor Bowden agreed to arrange a meeting with Idea Engine to discuss ideas for the design and build a WIX website.

It was agreed that Councillor Lofthouse replace Councillor Ward who had since resigned.

134. TAWSTOCK CEMETERY – GREEN WASTE COLLECTION.

It was agreed that the Clerk contact Gavin Hendry regarding the removal of green waste from the cemetery.

135. PARISH GATEWAY SIGNS

This item was deferred to the next meeting

136. APPOINTMENT AS A GOVERNOR OF THE ROYAL DEVON UNIVERSITY HEALTHCARE NHS FOUNDATION TRUST.

Councillor Needham reported that he had been appointed as a Governor of the Royal Devon University Healthcare NHF foundation Trust on a 3-year term with a brief to act as conduit to represent local views.

137. PLANNING MATTERS

- a) 75755 Change of use of agricultural building to a dog grooming parlour, Orchard Farm, Hiscott, Barnstaple

RECOMMENDED Approval

- b) 75817 Application for consent for works to trees covered by a tree preservation order in respect of TPO: 322/1999- T1 Goat Willow to be felled T2 Ash to be felled T3 Alder remove secondary stems T4 Goat Willow to be felled, Land adj. 30 Tawcroft Way, Barnstaple

RECOMMENDED Refusal. Unless the trees are considered dangerous, they should only be pruned.

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- c) Application under Regulation 3 of the Town & Country Planning General Regulations 1992 notification by NDC for replacement of the upper car park gravelled surface with tarmac and erection of storage unit & storage bunds, The North Devon Crematorium, Old Torrington Road, Sticklepath, Barnstaple

RECOMMENDED Refusal. Details required regarding measures to mitigate surface water run-off.

- d) 75356 - Reserved Matters application for appearance, landscaping, layout and scale (outline planning permission 73332 (erection of 3 detached dwellings with some matters reserved)) (amended plans), Carrick, Tawstock, Barnstaple

RECOMMENDED Lack of clarity regarding the proposed amendments. What is being changed?

- e) 75979 Single storey conservatory to rear of existing dwelling, Longlands, Hiscott

RECOMMENDED Approval

- f) 76035 Proposed extension to existing dwelling, 2 Stoneylands, Newton Tracey

RECOMMENDED REFUSAL. No drainage statement provided. The surface water run off needs to be mitigated.

- g) 76042 Demolition of conservatory and erection of single storey extensions and loft conversion, 14 Andrew Road, Sticklepath, Barnstaple

RECOMMENDED Approval

- h) 76025 G block renovation and modernisation to create the Centre of Technology & Innovation Excellence (COTIE) research and innovation facility for local small Businesses, Petroc, Old Sticklepath Hill, Sticklepath, Barnstaple

RECOMMENDED Approval

- i) 70954 Erection of 252 dwellings together with associated works (additional information), Larkbear, Tawstock, Barnstaple

RECOMMENDED Refusal and re-iterated previously advised reasons of refusal

- j) 75993 Approval of details in respect of discharge of conditions 10 & 43 (provision of details of Toucan crossing or alternative crossing facility) attached to planning permission 72675 (hybrid planning application comprising the following: outline application occupying a total area of 1.44 hectares consisting of a garden centre of up to 6,000 sq. m. (gross total external floor area), carparking and other associated ancillary infrastructure; and full application for a petrol filling station and associated shop and drive-thru coffee shop, occupying a total gross floor area of 1,215 sq.m. including the completion of a toucan crossing on the eastern arm of the Roundswell roundabout (amended description, plans and flood risk assessment), land adjacent to Roundswell A39 roundabout.

RECOMMENDED Refusal. The proposal does not mitigate the slowing down of traffic and is considered totally unsafe.

It was noted that an extension of time was not granted by NDC and application 75543 Change of use of land and formation of manege, Collabear Farm, Tawstock, Barnstaple had been approved.

138. TRACKER.

The Tracker was noted.

139. CORRESPONDENCE.

The Clerk reported the receipt of the following correspondence:

- a) Email from Mr A David re a planning matter was noted.
- b) Email from Mr and Mrs Ayre re grant support for daughters' trip to Kira Farm, Uganda

It agreed that Mr and Mrs Ayre be informed that it was not the Policy of the Council to support individual applications and refer them to the NDC grants website page.

140. FINANCIAL MATTERS.

a) Payments

RESOLVED that the following payments be approved:

North Devon Council Clerks Salary + Admin Fee (Aug)	£578.55
Gavin Hendry Works to Trees Tawstock Cemetery	£768.00
R J Weatherly Installation of Defibrillator	£225.00
D Knight Purchase of staples to fix fencing	£7.49
PKF Littlejohn External Audit	£240.00
British Heart Foundation Defibrillator	£1,847.80
Barnstaple Town Council Play Area inspections	£360.00
M. Isaac Clerks Expenses (Aug/Sept)	£23.19
DPL Services Tree watering Tower View	£420.00
C. Waldron Website Maintenance	£36.00
Gavin Hendry Grounds Maintenance	£1,524.00
North Devon Council Clerk Salary + Admin Fee (Sept)	£578.55
Zurich – Insurance Renewal	£695.64
U canstore.com Storage	£58.01

b) Financial Position

The financial position at 5 October 2022 Current A/C £43,902.31 Business Reserve £16,013.61 and the half yearly accounts were noted.

c) Accounts 2021/22

It was noted that the accounts for 2021/22 had been signed off by the external auditor.

d) Additional Account Signatory

It was noted that Councillor Bowden had been added as an account signatory.

e) National Pay Award 2022/23.

The national pay award for 2022/23 was noted and agreed.

f) Precept.

The Clerk advised Members that the precept for 2023/2024 would need to be agreed at the November meeting and the effect of an increase on a band D property.

141. ITEMS FOR FUTURE MEETING

The following issues were raised:

Storage of Documents
Decision Tracking

142. DATE OF NEXT PARISH COUNCIL MEETING

It was noted that the next meeting would be on Tuesday 15th November 2022 @ 7.00 p.m.

143. EXCLUSION OF PUBLIC AND PRESS AND RESTRICTION OF DOCUMENTS

RESOLVED

- (a) That under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item as it involves the likely disclosure of exempt information as defined in Paragraph 3 of part 1 of Schedule 12A of the Act (as amended from time to time) namely information relating to the financial or business affairs of any particular person (including the authority holding the information).
- (b) That all documents and reports relating to the item be confirmed as 'Not for Publication'

144. CLERK CONTRACT OF EMPLOYMENT – REVIEW.

The Clerk was not present during the discussions on the above.

Chairman

The meeting ended at 9.00 p.m.