

**MINUTES OF THE ANNUAL MEETING OF TAWSTOCK PARISH COUNCIL
HELD ON TUESDAY 16th MAY 2023 AT 7.00 p.m.**

Present: - Councillor Bowden (Chair)
Councillors East (for minutes 29 to 44), Jenkins, Knight, Lines, Lofthouse
(for minutes 29 to 44), Mason, Needham, Norman and Tucker.

NDC Councillors Knight, Norman and Renshaw

DCC Councillor Leaver

M Isaac (Clerk)

In Attendance: Parishioner/Members of the Public – 5

21. APPOINTMENT OF CHAIR 2023/2024

RESOLVED that Councillor Bowden be appointed Chair for 2023/24.

22. APOLOGIES

Apologies were received from Councillor Short and DCC Councillor Henderson.

23. APPOINTMENT OF VICE CHAIR 2023/2024

RESOLVED that Councillor Norman be appointed Vice Chair for 2023/24.

24. PUBLIC SESSION

A Parishioner asked why had a white marked square suddenly appeared at the bottom of Shorelands Road?

It was stated that as part of a Department of Transport UK initiative across the UK E Scooters were being trialled in Barnstaple. The white square marked areas that had appeared in locations around Barnstaple were virtual parking bays for the E Scooters. The Scooters could be hired at a charge of £1 to unlock the scooter and then 20p per minute thereafter. The scooters had a maximum speed of 15.5 mph and will use technology to prevent users from going into wholly pedestrian areas or onto major roads.

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

The Chair reported that the husband of former Parish Council Chair, Helen Blackman had been tragically killed in a car accident on his way to join Helen in their new home in Wiltshire.

Councillors expressed their sincere condolences to Helen and family in this very difficult time.

26. DECLARATIONS OF INTEREST

There were no declarations of interest announced.

27. CORRESPONDENCE

The Clerk reported the receipt of an invitation to Councillors to attend the licensing of Rev Cathy Gardiner in Tawstock Church on Tuesday 23rd May at 7.00pm.

Councillor Norman stated that had been asked to speak at the event. Councillors Lines and Mason stated that they would be attending.

28. CO-OPTIONS

The Clerk reported that 4 people (Graham Lofthouse, Brian East, Matthew Osborne and Sharron Bates) had expressed an interest in being co-opted onto the Parish Council.

Information provided by each candidate had been previously circulated to Members.

The Chair stated that that Graham Lofthouse who previously served on the Parish Council had not put his name forward for re-election to avoid an election being held and costs being incurred by the Parish Council.

It was agreed:

- a) That Graham Lofthouse be co-opted onto the Parish Council
- b) It was RESOLVED to exclude the public and press in order to consider and discuss the remaining 3 candidates applications.

Following the discussions, the Public and Press were re-admitted to the meeting.

It was agreed to undertake a secret ballot.

Following the secret ballot, the Clerk announced that Brian East was elected with an absolute majority.

Councillors welcomed Brian East onto the Parish Council.

29. FINANCIAL MATTERS.

a) Payments

RESOLVED that the following payments be approved:

North Devon Council Clerks Salary + Admin Fee	£623.44
M. Isaac Clerks Expenses	£ 15.95
Gavin Hendry – Grounds Maintenance	£834.00
Gavin Hendry Tower View Southern Footpath clearance	£192.00
North Devon Council Trade Waste Collection Burial Ground	£100.02
Methodist Church Room Hire	£115.00
J. Snooks Internal Audit	£225.00
Gregorys Tarmacadam Tower View Sothern Footpath	£3,525.60
The Idea Engine New Website	£1,550.00

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b) Audit 2022/2023

i) That the Annual Internal Audit Report be noted.

Resolved that:

- ii) The Annual Governance Statement as outlined in section 1 of the Annual Governance and Accountability Return 2022/23 be approved and signed by the Chairman and Clerk
- iii) The Accounting Statements as outlined in section 2 of the Annual Governance and Accounting Return 2022/23 be approved and signed by the Chairman and Clerk

c) Financial Position

The accounts and bank reconciliation for 2022/23 were noted.

30. MINUTES

RESOLVED, that the minutes of the meeting held on 18th April 2023 be approved as a correct record and signed by the Chairman.

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

There were no issues raised.

32. DCC COUNCILLOR REPORTS AND DISTRICT COUNCILLOR REPORTS

(a) DCC REPORTS

DCC Councillor Leaver reported the following:

- That unfortunately the Parish Council 20 mph speed restriction application had not been successful. 6 applications had been approved but none in North Devon.
- That work on the Bus Gate had commenced and would be completed by 18th July 2023. The impact on the Shorelands Road and Wrey Arms roundabout would be monitored.

(b) NDC Councillor Knight

Councillor Knight reported that following the elections he may be appointed as the Lead Member for Waste and Recycling.

(c) NDC Councillor Norman

Councillor Norman reported that during his canvassing residents had raised issues relating to the Shorelands Road Roundabout, Bus Gate, Pot Holes and Wrey Arms Roundabout.

As a new District Councillor his key issues would be Affordable/Social Housing and infrastructure provision.

(d) NDC Councillor Renshaw

Council welcomed Councillor Renshaw to her first Parish Council meeting. Councillor Renshaw stated that she was concerned about the amount of development in the area and not delivering affordable accommodation for local people.

33. HIGHWAY ISSUES

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

See minute 32 (a) above

34. APPOINTMENT OF SUB COMMITTEES/WORKING GROUPS

- a) Planning Sub Committee

RESOLVED that Councillors East, Jenkins, Knight and Tucker be appointed and Short (subject to confirmation that he wants to be appointed) to the Planning Sub Committee

- b) Website Sub Committee

RESOLVED that Councillors Bowden, Jenkins, Knight and Needham be appointed to the Web Site Sub Committee

- c) Grounds Maintenance Working Group

RESOLVED that Councillors Bowden, Jenkins, Knight, Needham and Tucker be appointed to the Grounds Maintenance Working Group

35. PLANNING APPLICATIONS

- a) 77007 Internal alterations and conversion of loft to create additional living accommodation and associated works, 5 Elizabeth Drive, Sticklepath, Barnstaple

RECOMMENDED Approval subject to further attempts being made to mitigate surface water run-off.

- b) 76965 Prior notification by telecommunications code system operator for the upgrade to radio mast in accordance with the electronic communications code, Higher Rollestone Farm, Harracott, Barnstaple

RECOMMENDED Approval

- c) 76770 Notice of an application to modify a planning obligation under regulation 3 of the T&CP (modification & discharge of planning obligations) Regulation 1992 in respect of a Variation to the Section 106 agreement affecting the site to add a Mortgagee Exclusion Clause in respect of the affordable housing provisions (60845) at Plots 19, 20, 21,24,25 & 26 Clarendon Gardens Barnstaple

RECOMMENDED Unable to comment as further information/clarification required regarding the proposed amended clause.

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d) 76727 - Proposed extension and alterations to dwelling together with detached garage, 1 Deerpark Cottages, Tawstock, Barnstaple

RECOMMENDED Deferred to await application for further amendments.

e) 77048 Change of use to a public gym - Change from B8 class to E (D) class, Unit 3 Gratton Court, Gratton Way, Roundswell, Barnstaple

RECOMMENDED Approval

36. TAW/TORRIDGE ESTUARY FORUM

Councillor Needham reported that the following issues/concerns had been raised at the Taw/Torrige Estuary Forum Public meeting:

- Housing and Economic Land Availability Assessment (HELAA). That there was a lack of public consultation. The Group was made up of only 1 representative from each District Council and the remainder from Builders and Developers.
- River Pollution. That the River Fal was the most polluted river in the South West. South West Water had been invited to a future meeting.
- The Bideford Harbourmaster had reported that the Port of Bideford was dying and had proposed that a new Harbour Authority for the Taw/Torrige Estuary. The proposal was supported by the Forum.

37. TOWER VIEW RECREATIONAL AREA PROJECT

Councillor Knight reported that fresh seeds were required and that he had cut out some Parish signs with wooden trim (1 for Tower View and 1 for Tudor Drive).

Councillor Needham stated that he was waiting to hear back from Ray Jones, NDC regarding the Po and Dog exclusion signs.

Councillor Tucker reported that he had to date cleared 25% of weeds from the bank.

38. TUDOR PARK

Councillor Needham stated that he had been locking and unlocking the gate to the Park for the last 9 months. This was taking up a lot of his time and there had been more trouble from children using the Park. His deputy had also suffered verbal's from some children and he now wished to give up the duty of locking and unlocking the gate. He had noticed that the lock was being tampered with. Residents were however glad that the Parish Council had locking the gate at night. He suggested that a letter be sent to the residents of Tudor Drive and Grange Avenue seeking volunteers.

Councillor Knight stated that a couple of residents had indicated that as a group they may take on this responsibility.

It was agreed that the Chair and Councillor Knight look at the provision of a combination lock and talk to residents.

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Council recorded its thanks to Councillor Needham for locking and unlocking the gate over the past 9 months.

39. NEW WEBSITE: UPDATE.

The Chair reported that the new website would go live at the end of the month.

40. TAWSTOCK CEMETERY: PURCHASE OF A PLOT

The Clerk reported that he had received an email from a couple seeking to purchase a cremation plot at the cemetery. They did not live in the Parish but had a close relative buried in the cemetery and had connections to North Devon. There were currently a limited number of cremation plots available and priority was for residents of Tawstock Parish.

It was agreed:

- a) That the people requesting a cremation plot be informed that at present due to the limited plots available there was insufficient plots available for non-parishioners.
- b) That the requirements to release Phase 3 be investigated.

41. DEFIBRILLATOR

It was agreed to defer the above matter to the next meeting.

42. PROVISION OF BENCHES

It was agreed to defer the above matter to the next meeting.

The Chair asked Members to consider possible sites for additional benches to be located around the Parish and a volunteer to look at costs.

43. ITEMS FOR FUTURE MEETING

The following issue was raised:

Parish Council Priority Plan for next 2/3 years.

44. DATE OF NEXT PARISH COUNCIL MEETING

It was noted that the next Parish Council meeting would be on Tuesday 20th June 2023 @ 7.00 p.m.

Chairman

The meeting ended at 9.04 p.m.