

**MINUTES OF A MEETING OF TAWSTOCK PARISH COUNCIL HELD AT THE  
VILLAGE HALL, TAWSTOCK ON  
WEDNESDAY 18<sup>th</sup> JUNE 2019 AT 7.00 pm**

**Present:** - Councillor Luggar (Chairman)  
Councillors Blackman, I. Capon, L. Capon, Knight Lines Thorne, M.  
Ward and S. Ward

DCC Councillors Edgell and Mathews

NDC Councillors Knight and Saxby.

M Isaac (Clerk)

**In Attendance:** Parishioner/Members of the public - None.

**38 APOLOGIES**

Apologies were received from NDC Councillor Lofthouse

**39. PUBLIC SESSION**

There were no issues raised by Parishioners.

**40 DECLARATIONS OF INTEREST**

Councillor Luggar declared an interest in issues relating to Tawstock School as his daughter would be attending the School in September.

**41. REPORTS**

**a) DCC Councillors Report**

Councillor Edgell stated that the next HATOC meeting was on 27<sup>th</sup> June 2019 at 10.30 a.m. and was an opportunity for issues/queries to be raised regarding Old Torrington Road.

Councillor Mathews reported:

- That it had been agreed to undertake speed checks along Old Torrington Road
- In answer to a question as to why the new school was not built on the original site he stated that a survey undertaken 10 years ago identified a number of aerial masts in the vicinity and was therefore not a safe site for a school. Planning consent had been granted for a new school in Tews Lane.
- That he had received a query from NDC Councillor Lofthouse that the APM sign at Aviemore Industrial Estate, Bickington Road was not long enough.
- That an order was in place for the Bus Gate at Grange Avenue but the signs were not correct and DCC were waiting for Persimmon to sign the s106 agreement and other matters in the area.
- That, £118,000 s106 monies had been applied for and that monies had been received to undertake work on the narrow piece of land outside the Crematorium.

It was suggested that a link should be provided to Tews Lane to alleviate the problems in Old Bideford Road

**b) District Councillors Report**

Councillor Knight stated that he had questioned the Bus Drivers who were stopping at the old bus stop along Old Bideford Road. He had been advised that it was a 'timing point'.

Councillor Saxby stated that she had nothing to report at present but highlighted the s106 Open Space funding report later on the agenda.

**42. MINUTES**

RESOLVED, that the minutes of the meeting held on 21<sup>st</sup> May 2019 be approved as correct record and signed by the Chairman.

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

It was noted that there were no issues arising from the previous meeting not listed elsewhere on the agenda

**44 CO-OPTION OF COUNCILLORS**

It was reported that former Councillor Nigel Short had expressed a wish to be co-opted onto the Parish Council

It was RESOLVED:

- a) That Nigel Short be co-opted onto the Parish Council subject to a formal request
- b) That the 1 vacancy remaining be advertised on the new web site/face book page

**45. PLANNING MATTERS**

The Council considered the following planning application:

- a) 66737 Variation of condition 2 (approved plans) attached to planning permission 64181 (extension to & Conversion of Chapel to form one dwelling) to enable amended design, Former Methodist Chapel, Hiscott

RECOMMENDED the application be approved subject to its visual appearance being satisfactory

**46. HIGHWAY ISSUES**

The following highway issues were raised:

- Charlecott Cross – Road subsidence
- Pristacott to Hiscott – Flytipping. It was agreed to report details to NDC Councillor Saxby to investigate with NDC

#### **47 S106 OPEN SPACE FUNDING**

The Council considered an E Mail from NDC regarding Community Priorities for s106 Open Space funding.

It was agreed that the priorities previously agreed priorities Forest School Open access at Holywell School, Enhancement of facilities at Tower View Playing Field and Village Hall enhancement (heating & refurb. Ladies loos) be re-affirmed with addition of Tudor Drive Play area equipment.

Councillor Knight reported that s106 funding from the Le Chalet development had been allocated towards the play area outside the Leisure Centre.

It was noted that £22,588.71 was currently held towards the enhancement of the Tower View Open Space

#### **48 SOCIAL MEDIA: COMMUNICATION WITH THE PUBLIC**

Councillor Mrs Ward stated that the Council needed to look at how it interacted with the Public. There were several outlets, new website/address, face book, next door app, word of mouth.

It was agreed that Councillor Ward be authorised to discuss all ideas with Mr Waldron a web site designer and that if required a small fee be agreed to pay for any consultation

#### **49 TAWSTOCK VILLAGE HALL CAR PARK RESURFACING**

It was agreed defer the above matter to the next meeting

#### **50 PURCHASE OF LAPTOP**

Councillor Knight reported that he had sought information regarding the purchase of a laptop.

He stated that a Chip i5 Processor was approximately £550 and software required approximately £60 - £80 per year.

It was agreed that a budget up to a maximum of £650 to purchase a laptop and software be approved

#### **51. CORRESPONDENCE**

The Clerk reported

- a) The Council noted the receipt of the CPRE Devon newsletter
- b) A letter from Nat West stating that only an authorised signatory could be issued with a debit card.

The Clerk stated that currently only two Councillors were authorised signatories at that additional signatories were required.

It was agreed:

- i) That Councillor Mrs M Ward be agreed as an additional signatory to the Council's accounts
- ii) That Councillor Mrs M Ward be authorised to apply for the Debit Card for an on behalf of the Parish Council

## **52. FINANCE MATTERS**

The Council considered the following Payments:

### **a) Payments**

RESOLVED that the following payments be agreed:

Tawstock Village Hall Hire of Hall 21/5	£	15.00
Clerks Expenses – Mileage/Postage	£	54.05
North Devon Council Clerk Salary/Admin Fee	£	553.72
Auditors Fee	£	216.20

### **b) Current Financial Position**

The current financial position as at 5 June 2019 was noted

Current A/C £37,392.04, Business Reserve £15,969.36

### **c) Audit 2018/19**

#### **(i) Annual Return 2018/19 (General): -**

The Council noted the issues raised by the Auditor in her letter to the Clerk.

#### **(ii) Audited Receipts and Payments Account 2018/19:-**

The Council noted that the Auditor had advised the Council to ratify the Receipts and Payments Account 2018/19”

#### **(iii) Annual Return (Specific)-**

The Council noted that the Auditor had confirmed that all the relevant sections of the return had been completed and advised Councillors that, if they saw fit, they should adopt the Return and that it should be completed and signed by the Chairperson/Clerk (Responsible Financial Officer) as necessary.

RESOLVED, that the Annual Return 2018/19, Receipt and Payments Account 2018/19 and Bank reconciliation 2018/19 be APPROVED

**53. AGENDA MATTERS FOR NEXT MEETING**

The following matters was agreed to be included on a future agenda:

Parishes Working together to consider issues of common concern.  
Disabled access gate/drop kerbs, Tower View Play Area

**54. DATE OF NEXT MEETING**

It was noted that the next Parish Council meeting would be on Tuesday 16<sup>th</sup> July 2019 at 7.00 p.m. at Tawstock Village Hall

Chairman

The meeting closed at 8.30 p.m.