

_____NORTH TAWTON TOWN COUNCIL

Town Clerk
Mrs Sarah Say
Assistant Town Clerk
Stephen Webb

14a The Square
North Tawton
EX20 2EP
Tel 01837 880121

Minutes of the Ordinary Meeting of NTTC held in the Council Office at 7.30 pm on Tuesday 4 February 2020.

Present: Cllr S Whiteley (Chair) Cllr Ms J Trehitt Cllr Dr P Brickley
Cllr Mrs C Burrow Cllr Mrs R Davies Cllr Ms R Testa
Cllr C Lee Cllr M Kennedy Cllr J Gray
Cllr Miss K Drake Cllr Mrs S Watson

S Say – Town Clerk WDBC Cllr B Ratcliffe
There were 2 members of the public present

1. **Apologies for Absence** – Cllr K Hodge, personal circumstances – the apology was unanimously accepted.
2. **Declarations of Interest** – Cllr J Gray declared an interest in Agenda Item 12.4; Cllr Mrs R Davies declared an interest in agenda item 12.2.
3. **Minutes of the Previous Meetings**
 - 3.1 The minutes of the Ordinary Meeting of North Tawton Town Council held at the Council Offices on Tuesday 14 January at 7.30 pm were unanimously agreed and signed accordingly.
 - 3.2 The minutes of the Extraordinary Meeting of North Tawton Town Council held at the Council Offices on Wednesday 15 January 2020 at 7.00 pm were unanimously agreed and signed accordingly.
 - 3.3 The minutes of the NTTC Estates Committee Meeting held at the Council Offices on Tuesday 7 January at 7.30 pm were unanimously agreed and signed accordingly.
4. **Updates - Please keep your update to a maximum of 3 minutes**
 - 4.1 **Chairman to update the Council on various issues:**

The Chairman advised that he felt it should be obligatory for Members undertaking site visits of any kind to wear a Hi-Vis waistcoat with NTTC on the back. The Clerk was requested to order 12 such items.
 - 4.2 **Update on the NT Neighbourhood Plan – Cllr Ms J. Trehitt**

The NP is almost at the final version, it is essential that the referendum version is exactly correct and WDBC are still checking.
 - 4.3 **Update from Estates Committee – Cllr Mrs J. Trehitt**
 - 4.3.1 Members undertook a site visit to Council owned land at the front of Strawberry Fields, in relation to problems with the oak trees planted on the land. They met with one resident (all residents directly affected had been invited). It appeared that residents were supportive of the plan to remove the trees due to problems that would arise in the future.
 - 4.3.2 With reference to the bird and bat boxes, trees for their placement had been identified.
 - 4.3.3 Further to a visit to the Cemetery, the Clerk was requested to chase up stonemasons re mounds on graves.
 - 4.4 **Update from Finance Committee – Cllr Mrs R. Davies – no updates.**
 - 4.5 **Update from Section 106 Monitoring Group – no updates.**
 - 4.6 **Update from Section 106 Arts Group – there will be an update in Part II.** It was noted the works are now complete, only the planting remains to be done.
 - 4.7 **Update from Personnel Advisory Group – no updates.**
 - 4.8 **Update from Den Brook Community Fund – the next meeting is on 4 March**
 - 4.9 **Update from Parking and Traffic Group/Meeting with colleagues from DCC Highways**

Speeding signs designed by local schoolchildren – these have now been erected at the identified sites. Full notes of the meeting will be available in due course, but meanwhile it was reported as a productive meeting and although Highways are restricted by a lack of funding they are listening to what is important to Parishes and trying to take what action they can.

4.10 Update from North Tawton Nature Group – Cllr Ms R. Testa

A meeting took place last week, notes to be circulated.

4.11 Update from WDBC from Cllr Ms. Lois Samuel and Cllr Mr. B Ratcliffe.

Cllr Ratcliffe reported that he had received a call from a WDBC planning officer reference 6 The Square, the officer wanted the NTTC response to the application. It was noted 2 objections had been received by WDBC to date. With reference to the re-advertised Woollen Mill applications, the relevant officer has yet to look at the re-submitted plans.

5. Ongoing issues - 'Action Log'

- The Clerk suggested that Cllr Whiteley, Cllr Brickley and the Clerk meet to work out how to progress this project.
- Street Lighting at approach to Batheway Fields – apparently this should be enforced by WDBC under the S106 agreement, the Clerk will chase WDBC yet again.
- Vehicle Activated Sign – Darryl Jagger chasing up info re this.

6. Consultations/Newsletters/Invitations

6.1 Invitation for a Cllr to formally join the NT Climate Group – Cllr Ms R Testa nominated Cllr Mrs R Davies, this was seconded by Cllr S Watson and there were 11 votes in favour, therefore the proposal was carried.

6.2 SCPC Emergency Plan Exercise – Cllr Ms R Testa and Cllr Mrs S Watson volunteered to attend this exercise, they will be provided with a cc of the NTTC Emergency Plan to take, and the Clerk will inform the organiser accordingly.

7. NTTC Anti-fraud and Corruption Policy.

Further to discussion, Cllr C Lee suggested the Policy should include a phrase stating the Policy complies with the Bribery Act 2010. Cllr P Brickley proposed that further to this amendment the Policy should be adopted by the Council. This was seconded by Cllr J Gray and there were 11 votes in favour, therefore the proposal was carried.

8. NTTC Internal Control Policy

Further to discussion Cllr Ms J Trehwhitt proposed that the policy should be adopted by the Council. This was seconded by Cllr Mrs R Davies and there were 11 votes in favour therefore the proposal was carried.

9. Proposed TPO for Monkey Puzzle Tree adjacent to the Memorial Park

WDBC had advised that as the tree is within a conservation area, this provides protection and a TPO is not necessary.

10. Suggestion for expansion of Memorial Park Car Park to incorporate the grassed area where the Monkey Puzzle tree is situated.

Cllr Ms R Testa noted that the Council had recently voted to plant wild flowers on this piece of land, and also that the Council had supported the TPO application referred to in item 9. Cllr Mrs S Watson stated that she felt this area of green space should be preserved. There was considerable discussion, during which Members were reminded of the wording of the agenda item under consideration. Cllr Mrs S Watson proposed that the land in question be retained as green space and that the Council does not consider building on the land including as a car park. Cllr Miss K Drake seconded the proposal. The Chair requested that the Clerk record the detail of the vote, which was as follows: Cllrs S Whitely, J Trehwhitt, R Testa, K Drake, M Kenned, S Watson and C Burrow voted in favour of the proposal. Cllr R Davies abstained from the vote. Cllrs J Gray, P Brickley and C Lee voted against the proposal. The proposal was therefore carried by a majority of 7 votes in favour.

11. Proposal for a NTTC Tree Replacement Policy

Cllr Miss R Testa elaborated on the terms of the policy. Cllr Mrs R Davies proposed that the Council adopt the policy. This was seconded by Cllr P Brickley and there were 11 votes in favour, therefore the proposal was carried.

12. Planning Matters

12.1 App. Ref. 0008/20 Agricultural Building Beerhill, North Tawton

Cllr Mrs R Davies proposed that the Council support this application. This was seconded by Cllr Miss K Drake and there were 11 votes in favour, therefore the proposal was carried.

12.2 App. Ref. 0017/20/ARC Approval of details ref planning consent 3043/15/OPA Land adjacent to Bouchiers Hill

NB: Cllr Mrs R Davies had declared an interest in this item, left the room during the discussion and vote, and took no part in the discussion or vote.

Cllr Mr P Brickley proposed that the Council support this application. This was seconded by Cllr C Lee and there were 10 votes in favour therefore the proposal was carried. (10 Cllrs being in the room when the vote was taken).

12.3 Appl. Ref. 3691/19/FUL Change of use from A1 to C3 and works to dwelling 6 The Square, North Tawton

The Clerk reported that there were 2 letters of objection on the planning website. There was discussion around the relevant policies of the NT Neighbourhood Plan (NP). It was noted that there was no mention in any of the submitted documents as to a viability appraisal of the shop or of NP issues. Cllr P Brickley proposed that the Council object to this application on the grounds that it does not comply with the NP or the Town Design Statement. Cllr Mrs S Watson seconded the proposal and there were 10 votes in favour and 1 abstention, therefore the proposal was carried.

12.4 Appl. Ref. 3829/19/HHO Installation of 4 new Velux roof lights Park Barn, Essington

NB: Cllr J Gray had declared an interest in this item, left the room during the discussion and vote, and took no part in the discussion or vote.

Further to brief discussion Cllr Ms J Trehwhitt proposed that the Council support this application. This was seconded by Cllr Miss K Drake and there were 10 votes in favour, therefore the proposal was carried (10 Cllrs being in the room when the vote was taken).

12.5 Appl. Ref. 2916/19/LBC - Readvertisement – Wool Grading Centre, Fore Street, NT

There were a number of online objections to this application. It was agreed that the Council supports development of this site in principal, but not the detail supplied to date. Cllr J Gray proposed that the Council object on the grounds that previous objections have not been resolved. This was seconded by Cllr Miss K Drake and there were 10 votes in favour with 1 abstention. The precise wording of the Council's objection was as follows: **Whilst the Town Council supports development of the site in principle, there is not enough detail in the plans so far submitted.. The Council objects to the new application re-advertisement on the grounds that previous objections have not been resolved.**

12.6 Appl. Ref. 2915/19/FUL - Readvertisement – Wool Grading Centre, Fore Street, NT

Further to discussion it was agreed that the Council supports development of this site in principal, but not the detail supplied to date. Cllr J Gray proposed that the Council object on the grounds that previous objections have not been resolved. This was seconded by Cllr Miss K Drake and there were 10 votes in favour with 1 abstention. The precise wording of the Council's objection was as follows:

Whilst the Town Council supports development of the site in principle, there is not enough detail in the plans so far submitted.. The Council objects to the new application re-advertisement on the grounds that previous objections have not been resolved.

13 FINANCE

13.1 Invoices. To approve payments listed at Annex B. Cllr Ms R Testa proposed that the Council approve the payments. This was seconded by Cllr J Gray and there were 11 votes in favour, therefore the proposal was carried.

19.2 Monthly statement – to receive the monthly statement and to consider adoption.

Cllr Ms J Trehwhitt proposed that the monthly statement be accepted. This was seconded by Cllr C Lee and there were 11 votes in favour, therefore the proposal was carried.

20. Questions/Comments from members of the public

1 Item 4.6 – Mrs C Hughes suggested placing pieces of granite, and planting with low growing

- heathers and stonecrop, to enhance the proximity to Dartmoor.
- 2 Item 6.1 - Mrs C Hughes felt that there was a question as to what the Council's proposed representative to the NT Climate Group could bring to that forum if climate issues and proposals were yet to be agreed by the Council.
 - 3 Item 6.1 – Mrs S Knott commented that it was yet to be determined from the Council's perspective as to what its plans are in relation to this issue.
 - 4 Item 10 – Mrs S Knott supported the Council's decision and felt it was very important to retain the conservation areas within the Town.

21. Parish Matters

- 1 Cllr C Lee stated that the Fire Risk Assessment of the Council Offices is due.
- 2 Cllr Ms R Testa advised members of the River Basin Management Plan consultation with the EA, the purpose of the plan is to keep waterways in a good state.
- 3 Cllr S Whiteley reminded members to consider ideas for the Town Meeting.

22. Date of next meeting

The next Ordinary Meeting of the Town Council shall be **Tuesday 3 March 2020 at 7.30 pm.**
There will be an Extraordinary Meeting of the Town Council on **Monday 17 February 2020**

The meeting closed at 9.35pm

PART II - EXEMPT REPORTS:

Cllr Mrs R Davies proposed that the Council convene a Part II meeting. This was seconded by Cllr P Brickley and there were 11 votes in favour, therefore the proposal was carried.

- 1 The Clerk advised members of the contents of a letter proposed to be sent to Pearce Builders reference the art installation. Cllr Gray made a query as to an insurance issue, and will assist the Clerk in checking this. Cllr Mrs R Davies proposed that the insurance issue be checked and if satisfactory then the letter should be sent. This was seconded by Cllr P Brickley and there were 11 votes in favour, therefore the proposal was carried.
- 2 The Clerk advised Members as to a possible Tree Surgeon to undertake the Council's tree works. Further to some discussion it was agreed that the contractor in question be asked to undertake the outstanding works on trees to the rear of the post office and adjacent cottages, and the lime trees to the rear of 7 Exeter Street. The Council will then consider the way forward.
- 3 The Clerk advised the Council that it would be necessary to find a contractor to open, close and clean the public toilets.
- 4 Members were advised of a proposal under consideration in relation to the Youth and Community Centre. The Clerk advised that further advice was being sought and members would be updated in due course.

Part II of the meeting closed at 10.05 pm.