

NORTH TAWTON TOWN COUNCIL

Town Clerk - Mrs Sarah Say

Assistant Town Clerk - Stephen Webb

14a The Square, North Tawton, EX20 2EP

Telephone 01837 880121

Email: townclerk@northtawtontowncouncil.gov.uk

You are hereby summoned to a Meeting of the North Tawton Town Council Estates Committee to be held on: **Monday 28 September 2020 at 7.45 pm – please refer to the information below re remote meeting This meeting will be a remote meeting and will follow the Extraordinary Meeting of the Council which is scheduled to commence at 7.15 pm. If you are not attending the Extraordinary Meeting please start logging on at 7.35 pm, you will be held in the Waiting Room until the Estates Committee Meeting commences.**

Please note: In order to allow Local Authorities to function during the Covid-19 emergency, the Government has now issued legislation which, amongst other provisions, allows Councils to hold meetings remotely using appropriate technology. NTTC has decided that its meetings will be held remotely until further notice and has adopted the use of Zoom Conferencing software for this purpose.

Members of the Public are welcome to join the meeting if they have suitable equipment in order to log onto Zoom. Any personal data provided in this connection will be held securely, and will be destroyed by 1 April 2021 or at any time as requested by the person concerned.

Members of the public wishing to join the remote meeting can request to join – you need a Zoom account, and when you request to 'join a meeting' the reference number you need is **820 7835 1235**. For security you will be kept in a virtual 'waiting room' until you are admitted to the meeting. The rules for a virtual meeting are the same as for a live meeting in relation to any disruptive behaviour, ie the ability to remove users from the meeting. Background screens and uploading of documents will be disabled.

If you have any problem logging onto the meeting please telephone 01837 880121 for advice (phone diverted to Town Clerk when office closed)



Town Clerk

AGENDA

- 1 **Apologies for Absence** - To receive apologies from Councillors unable to attend.
- 2 **Declarations of Interest** - Councillors are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting.

If Councillors have any questions relating to predetermination, bias or interests in items on this Agenda, then please contact the Clerk in the first instance.

3 **Minutes of Previous Meetings**

- 3.1 To approve and sign the minutes of the North Tawton Town Council Estates Committee held on Wednesday 19 August 2020 at 7.15 pm

3 **Cemetery – New Noticeboard**

At its meeting on 1 September, the Council asked the Estates Committee to produce costed proposals for a new noticeboard. Discussion has already taken place around having the noticeboard in 2 parts, one of which will be to display cemetery regulations and other

notices, the other will be to have a board with permanent wording comprising history of the cemetery and whatever else members may decide. It is suggested that:

- The Committee decides if the above proposal is acceptable.
- 1 or 2 volunteers produce proposed wording for the permanent board, if this is agreed.
- 1 or 2 volunteers investigate a suitable commercial board, and also investigate commissioning a local contractor to produce something similar, including the printing of a permanent board.

4 Cemetery – Benches

At its meeting on 1 September the Council considered purchase of new benches, this was considered unnecessary and it was instead proposed that moving the existing benches to more suitable positions be investigated. It is suggested that 2 volunteers make relevant proposals, taking into consideration the current fixings to ensure the benches can be relocated. Proposals will then have to be costed and brought back to the Estates Committee for approval of costs – consult with the Clerk as to obtaining costs in due course.

5 Wildflower planting areas

The Committee will consider a report from the Council's Nature Group as to suggested wildflower planting areas, and will make and agree relevant proposals. An amount of funding has already been agreed by the Council for this project.

6 Works from 2019 Tree Report

The Chair will report back on a recent meeting with the Council's professional advisor, and the Committee will consider approval of a schedule of proposed works arising from the most recent Tree Survey Report. Once agreed, the Clerk will seek relevant quotes which will go to the Council for approval in due course. Please refer to draft schedule attached.

7 Pesticides - Herbicides

Further to various discussions about the use of herbicides in particular, the Council agreed that information should be obtained about alternative weed control. The Clerk had made contact with an employee of Okehampton Town Council, and has since found that the Council's lengthsman uses a weed burner. It is suggested that the Council's grass contractor, who currently undertakes weed control, should make contact with one or both of these, discuss costs and effectiveness, and report back to the Committee in due course.

8 H&S issue – Chapel of Rest, NTTC Cemetery

The Chair will advise as to this issue and members will be asked to consider remedial measures.

9 Cemetery – extension area – current maintenance and future plans

Members will be advised as to the current situation regarding suggestions for the cemetery extension area, and a decision should be made as to any immediate maintenance that may be required.

Date of next meeting:

The next Ordinary Meeting of the Town Council shall be **Tuesday 6 October**, at 7.15 pm unless otherwise notified.