

NORTH TAWTON TOWN COUNCIL

Town Clerk – Melanie Bickell

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Cllrs are summonsed to the Full Council Meeting of North Tawton Town Council:

Tuesday 2nd July 2024 at 7.30pm – Town Council Office

Melanie Bickell (Town Clerk)

Date of issue 24th June 2024

PUBLIC NOTICE – RECORDING OF MEETINGS

The Council, members of the public and the press may film/record/photograph for live and/or subsequent broadcast this meeting only when the public and the press are not lawfully excluded.

Any member of the public who attends a public meeting and wishes to object to being filmed/recorded/photographed should raise their concerns with the any person recording the meeting. The Town Council are not recording this meeting and do not accept liability for any 3rd party recordings.

AGENDA

85.24 APOLOGIES FOR ABSENCE - To receive apologies from Councillors unable to attend. Cllr McKnight has provided apologies.

86.24 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.

87.24 MINUTES to be approved as a true and accurate record

4th June 2024 – Full Council Meeting

17th June 2024 – Personnel Committee Meeting

88.24 PUBLIC PERIOD

In accordance with standing Orders 3(f), Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend **in respect of the business on the agenda only**. Please quote agenda item number where applicable. Time is limited to 2 minutes per person. In accordance with standing order 3(f), a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.

89.24 COUNCIL BUSINESS

89.1. Chair's report

89.2. Clerk's report

a. Clerks Additional outstanding works priority list (Doc 89.2a.24) for discussion/noting

b. Delegated Authority report FOI/SAR (Doc 89.2b.24) for discussion/noting

A new FOI request received 17.6.24 – completed 21.6.24

Outstanding FOI (F.015.24)/SAR (S.002.24) – completed 21.6.24 Request refused

c. Replacement street light poles Town Centre – DCC update 20.6.24 *“By way of an overview, we had originally raised a job with our contractor Enerveo in 2022, unfortunately they were suffering with a potential take over at the time and were subject to supplier issues, since then we have tried to move this on but again struggled with finalising works, this proved to be a frustrating period. However we now have a new asset management system, and our contractor has resolved their issues.*

A new job has now been raised (I await a programme date for this year) for the correct isolation and commando socket to be installed as required, this cost would normally be covered by the town or parish council given its use is solely for the festive lights, however on this occasion as a show of goodwill given the delays, DCC will cover this cost.

*This brings me on to the hanging baskets and Christmas decorations, **wrap around***

hanging baskets are fine to install on these particular columns, they will need to have a barrier between them and the column (electrical tape would be good) and you will need to ask for permission every year to install them, so that DCC are aware of what is attached to a DCC assets at any given time. Can you please confirm the specifications for my approval.

*With regards to Christmas decorations, the column manufacturer has said that **wrap around lights** (again if you could forward what you intend to attach so we can approve) would be ok but motifs and festoon between columns are not permitted and only after the baskets have been removed, i.e. the column can only have one attachment at a time. You will also need to ask permission every year to attach these". Members to discuss as this will have costing implications to change the current hanging baskets.*

89.3. Council Vacancy – update on co-option or by-election to be provided at the meeting

89.4. Council outstanding Actions List (Doc 89.4.24) for discussion/noting

- a. **7.5t Weight Restriction North Tawton (046/22) (Doc 89.4a.24)** – DCC response to costings request “*You will need to engage a highway designer/consultant, please note they must have professional indemnity insurance in place with a minimum value of £5m. We cannot recommend consultants, but a google search of “highway design consultants devon” will bring up options or you can search further afield than just Devon*”

Members to discuss and agree any actions. Power to incur expenditure Highways Act 1980, s 130, budget provision – no revenue budget – consideration of use of general reserve £63,882 available, apply for grant funding/community funding/business funding

89.5. Borough Councillors update

- 90.24 DEPUTY TOWN CLERK (Doc 90.24)** members to consider the agenda documents as recommendations of the personnel committee resulting from meeting 17th June 2024 prior to advertisement of the vacancy
- 91.24 INTERNAL AUDIT REVIEW AND APPOINTMENT (Doc 91.24)** Review of Internal audit 2023/24 and appointment of internal auditor 2024/25 members to review and if agreed approve the annual review document and appointment of internal auditor for 2024/25. Fixed Fee £300-£400 dependent upon turnover. *Power to incur expenditure – LGA 1972 s.111, budget provision 2025/26 audit revenue budget*
- 92.24 SPEED LIMIT 40MPH CONSIDERATION** – Cllr Whiteley requests the Council to consider asking DCC Highways to lower some speed limits on approach to the Town
- 93.24 LIVE STREAMING COUNCIL MEETINGS** – at the annual town meeting held on 25th April 2024 attended by 50 members of public, Cllr Lee called for a vote on live streaming council meetings, approximate cost £500 to purchase equipment and implement. The vote showed 18 in favour, 1 against, remainder abstained. Members to discuss and agree any actions *Power to incur expenditure – LGA 1972 s.111, budget provision – no revenue budget allocated, consider use of general reserve*
- 94.24 FINANCE STATEMENT (Doc 94.24)** To receive and consider approval of the financial statement incorporating bank reconciliation, receipts and invoices paid since last meeting.
- 95.24 DURANT TRUST INSURANCE** – Members, as Trustees to approve payment for Trustee indemnity Insurance with Zurich for £96.00 which is due before the next Durant Trust meeting Autumn 2024 – 2 signatories to sign cheque (previous insurance with Clear Councils renewal £402.49) – decision to be referenced on next Durant Trust Agenda/Minutes
- 96.24 COUNCIL OFFICE CLOSURES** – due to annual leave, the council office will be closed Friday 5th to Friday 12th July inclusive & Monday 19th to Monday 26th August inclusive
- 97.24 DATE OF NEXT MEETING** - Tuesday 6th August 2024 7.30pm Town Council Office