



NORTH TAWTON TOWN COUNCIL

14a The Square
North Tawton
EX20 2EP

Tel: 01837 880121
e-mail: townclerk@northtawtontowncouncil.gov.uk

24th March 2025

To all members of the Town Council

You are hereby summoned to attend a Meeting of North Tawton Town Council on 1st April 2025 at 7.30pm in the Town Council Office, 14a The Square, North Tawton for the purpose of transacting the business set out below.

Members of the public and press are welcome to attend.

C Ellis
Mrs Caroline Ellis – Town Clerk

AGENDA

This meeting will be livestreamed through the Council's Facebook page. Persons attending maybe captured on film. Any speech may be picked up and broadcast.

No decision can be made on items not on the agenda.

289/24 Apologies for absence.

290/24 Declarations of interest – In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interest they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to Monitoring Officer at West Devon Borough Council within 28 days of the change. If a member becomes aware, during the course of the Meeting, of an interest that has not been disclosed they must do so immediately.

291/24 Confirmation of the minutes of the Council meetings held on

Council Meeting 4th February 2025
Council Meeting 24th February 2025
Personnel Committee Meeting 3rd March 2025
Council Meeting 4th March 2025
Council Meeting 10th March 2025
Personnel Committee Meeting 14th March 2025

292/24 Matters raised by the Chairman – To receive a report from the Chairman (for information only)

293/24 District and County Councillor Reports – To receive Cllr reports if present.

*Cllr Whiteley, Cllr Burrow, Cllr Lee, Cllr Hodge, Cllr Watson, Cllr Kennedy,
Cllr Palfrey, Cllr McKnight, Cllr Smith*

294/24 Planning Application– To consider the following application

[3501/24/FUL](#) Proposed dwelling house and associated site works. Land at Ss66 018 Essington Road, North Tawton

295/24 Planning Decisions – To note the following decisions of the planning authority

3358/24/FUL Erection of 5no dwellings and associated site services. Land at SS 664 013 North Tawton

Refusal

0086/25/TPO T1: macrocarpa – fell to ground level – the tree has lost approximately 50% of its crown in recent storms and snow conditions leaving multiple damaged limbs with new potential fail points.4 Bouchiers Close, North Tawton EX20 2DB

Tree works allowed

0524/25/TCA – 1: Goat Willow – Remove, T2: Goat Willow – Remove, T3: Laurel – Remove, T4: Goat Willow – remove due to overshadowing area, T5: Goat Willow – Remove due to overshadowing, T6: Goat Willow – Remove due to overshadowing area, T7: Laurel – Remove due to overshadowing area, T8: Laurel – remove due to overshadowing area, T9: Laurel – remove due to overshadowing area, T10: Laurel – remove due to overshadowing area, T11: Laurel – remove due to overshadowing area, T12: Elder – remove due to being dead, replace with new elder, T13: Laurel – remove due to overshadowing area, T14: Laurel – remove due to overshadowing area, T14: Laurel - remove due to overshadowing area, T15: Laurel – remove due to overshadowing area. 22 Fore Street, North Tawton EX20 2DT

No objection raised

0608/25/TCA T1: Silver Birch – removed to ground level due to it being potential risk to surrounding targets such as sheds/fences

No objection raised

296/24 Finance –

- I. To consider and approve budget report, payment list report and bank reconciliation report dated 28.02.2025
- II. Consideration of approval of the circulated payment list for April on and approve payroll.
- III. To note HMRC had overpaid NTTC a VAT refund. This had been returned to HMRC by cheque

297/24 Annual Town Meeting and Annual Town Council Meeting –

- To consider the date and the location for the Annual Town Meeting and possible guest speakers.
- To consider the date for the Annual Town Council Meeting.

298/24 VE Day –

- To consider purchasing a wreath
- To consider purchasing VE Day flags

299/24 Freedom of Information Requests & Subject Access Requests – to consider hiring the skills of an external contractor to complete the Freedom of Information Requests and Subject Access Requests.

*Cllr Whiteley, Cllr Burrow, Cllr Lee, Cllr Hodge, Cllr Watson, Cllr Kennedy,
Cllr Palfrey, Cllr McKnight, Cllr Smith*

- 300/24 Dog Waste Bin, Barkers Way** – To consider NTTC taking on the responsibility for the dog waste bin at Barkers Way at a cost of £5 per empty or request WDBC to remove the bin.
- 301/24 Accounts Software** – To consider the previously circulated report requesting moving to Rialtas Software for the Accounts but remaining with Scribe for the Cemetery Software.
- 302/24 Grant Applications** – to consider the grant applications on the recommendation of the Finance Committee.
- 303/24 Asset Register** – To consider approving the additions and disposals, and the final Asset Register for 2024/2025
- 304/24 Clerks Report -**
- **New Cemetery** – To receive an update
 - **Book Swap** – To consider NTTC running a book swap from the Town Council Offices
 - **PKF Littlejohn** – To note the hourly rate for the Internal Auditor’s investigation is £355
 - **Community Grant** – To receive an update.
- 305/24 Correspondence –**
- To consider a response regarding road safety measures and speed near Newland Mill
 - To consider residents request for a memorial bench or plaque to be installed in the Memorial Park.
- 306/24 Councillor Reports and items for future agendas**– Each Councillor is requested to use this opportunity to report minor matters for information, not included on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate for decision making.

Part Two – Confidential items

The Committee is recommended to pass the following resolution:
‘Resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items which are CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council.’

- 307/24. Planning Enforcement** – To receive a report from the Clerk.