



NORTH TAWTON TOWN COUNCIL

14a The Square
North Tawton
EX20 2EP

Tel: 01837 880121

e-mail: townclerk@northtawtontowncouncil.gov.uk

Minutes of a meeting of North Tawton Town Council held in the Town Council Office 14a The Square, North Tawton on Tuesday 7th January 2025

Present: Cllr S McKnight (Chairman), Cllr C Lee (Vice Chairman),
Cllr J Palfrey, Cllr C Burrow, Cllr K Hodge, Cllr M Kennedy,
Cllr S Whiteley, Cllr N Smith. Cllr S Watson

In Attendance: Caroline Ellis – Clerk
7 Members of the public

- 178/24** **Apologies for absence** – Apologies received from Cllr Casbolt (WDBC) were noted.
- 179/24** **Declarations of Interest** – Cllr Lee and Cllr Palfrey declared an interest regarding item 188/24 as an invoice from Seal Safety & Training Ltd had been received.
- 180/24** **Public Participation** – It was asked if there was an update to item 200/24 regarding Local Electric Vehicle Infrastructure. A question was asked as to why the budget had increased and if the Councillors had read the Devolution White Paper. A member of the public also asked for the Chair of Finance to resign.
- 181/24** **Confirmation of the minutes of the Town Council meeting held on Tuesday 5th December 2024** – On the proposition of Cllr Burrow, seconded Cllr Palfrey, one abstention. the Council **RESOLVED** to agree the minutes of the Tuesday 2nd December 2024.
- 182/24** **Matters raised by the Chairman** - The Chairman reported the Deputy Clerk was to start on Monday 13th January 2025. The Christmas tree and lights would be taken down this week.
- 183/24** **Clerks Report** - The Clerk reported there had been three interments since the beginning of November 2024. The toilet flush mechanism had been repaired in the ladies public toilets. There were signs of water ingress on the ceiling and the Clerk asked the Lengthsman to clear the gutting in front of the building as there was vegetation growing. The roof looked sound. PSCO Jones will be hosting a Devon and Cornwall Police Alert event outside the Town Council office on 28th January 2025 from 11am. The Clerk circulated a form for the Cllrs to complete requesting to either to receive paper copies or to opt out and to only receive electronic copies of agendas and associated papers. A member of the public reported a wall had fallen into her garden and she requested a Cllr to advise her. Cllr Whiteley visited the resident, and it was confirmed that the wall was owned by LiveWest. The Clerk contacted LiveWest and reported the wall was dangerous and needed immediate attention. A representative visited the address and confirmed the wall was the responsibility of LiveWest and would attend to the matter.

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

184/24 **District & County Councillor Reports** – No Councillor present.

185/24 **Planning Application and Appeal** -

Application

3358/24/FUL Erection of 5 no, dwellings and associated site services. Land at SS 664 013, North Tawton. On the proposition of Cllr Lee, seconded, Cllr Kennedy, the Council **RESOLVED** to submit a neutral response to the application and to submit the following observations. Whilst the proposed development complies with most of the North Tawton Neighbourhood Plan policies, there was concern about two relevant policies **IN3b** and **HO6**, which both address the need for adequate parking provision, for residents and visitors. The Supplementary Planning Document to the Joint Local Plan, suggests that a 4 bedroom property should have 3 parking spaces. be taken into account. The Council would hope that residents comments on the previous application for this site 3870/23/FUL would be taken into account for this application. The Council would welcome the provision of a safe walking route through the site and the Council questioned the need for more 4-bedroomed properties. The nearby Weavers Place development has several 4-bedroom properties on the market and elsewhere there was extant permission for 5 four-bedroom properties.

Appeal – 2561/24PDM – Application to determine if prior approval is required for a proposed change of use of agricultural barns to 4 no dwellinghouses and for associated development (Class Q (a+b)) Appeal reference AAP/Q1153/24/3355575 On the proposition of Cllr Burrow, seconded Cllr Kennedy, the Council **RESOLVED** to acknowledge that the proposal is now for 4x 2 bed properties but wishes to re-iterate its comments on the previous application **2908/23/PDM**

186/24 **Planning Decisions** - The following decisions of the planning authority were noted

3872/24/TEX T1: Macrocarpa – 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

Refusal

3257/24/TPO A2: Ilex Aquifolium (Holly) – lateral reduction by 1m on the East side; lateral reduction by 1m on the West side. Vertical reduction to reduce height by no more than 3 meters in order to create more light at base to prevent dieback of hedge; and to rejuvenate growth. 14 Webbs Orchard, North Tawton, EX20 1FE

Grant of Conditional Consent

187/24 **Temporary Prohibition of Traffic Order 2025** – The Council noted the following. Footpath No 8, North Tawton. From Monday 6th January 2025 to Saturday 8th July 2025 no persons shall proceed on the section of the affected path except for access to land or premises on or adjacent to that length of path. Footpath No 8, North Tawton, from the entrance to Arla Foods Taw Valley Creamery to the junction with A3072

188/24 **Finance** – Cllr Whiteley requested a member of the public to apologise for his previous remark.

- I. On the proposition of Cllr Kennedy, seconded Cllr McKnight, the Council proposed to approve the following reports.
 - a. Payments and receipts list for November 2024
 - b. Budget Report for November 2024
 - c. Bank Reconciliation for November 2024

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

- II. On the proposition of Cllr Kennedy, seconded Cllr McKnight, two abstentions, approve salaries and the previously circulated list of payments.
- III. On the proposition of Cllr McKnight, seconded Cllr Burrow, the Council approved the invoices as read by the Clerk.

- 189/24** **Draft Budget 2025-2026** – The approval of the draft budget was proposed by Cllr Hodge, seconded Cllr Lee.
- 190/24** **Precept 2025/2026**– The approval of the precept for 2025/2026 was proposed by Cllr Palfrey, second Cllr Lee.
- 191/24** **Citizens Advice, Grant Application** – The Clerk reported in 2023/2024 the Citizens Advice worked with 111 residents in North Tawton with 351 problems. The Council agreed to invite Citizens Advice to offer their services in North Tawton and to use the Council Offices. The grant application would be considered at the February 2025 meeting.
- 192/24** **Ministry of Housing, Communities and Local Government, Devolution White Paper** – The Council noted the previously circulated Devolution White Paper which was published on 16th December 2024. The Clerk informed the Council there was a paper version in the office.
- 193/24** **Election 2025** – The Council noted the Devon County Council election would be held on 1st May 2025
- 194/24** **Snow Wardens** – The Chairman asked for Councillors to volunteer. There were no volunteers. It was suggested to advertise for volunteers from the village with posters.
- 195/24** **Co-Option** - No applications had been received.
- 196//24** **Christmas Tree & Lights Switch on** – Cllr Palfrey reported there was a great turnout and she thanked volunteers who helped with the event. A Committee would be formed to help organise the event for 2025. The lights were being removed on Friday and they would be meeting with Mike Harding Lighting to begin discussions regarding this year. There were problems with the timers, and this will be addressed for 2025. Cllr Lee thanked Cllr Palfrey for her hard work. The event for 2025 would be on 7th December.
- 197/24** **VE Day Anniversary 8th May 2025** – A working group would be formed including Cllrs Lee, McKnight and Palfrey. It was suggested to involve the local veterans. Poppies could be placed where the lights are.
- 198/24** **Pride Flag – LGBT History Month 1st – 28th February 2025**- The approval to fly the flag from 1st – 28th February was proposed by Cllr Watson, seconded Cllr McKnight.

2 members of the public left the meeting.

- 199/24** **Policies** – The item was deferred to February's meeting.

- 200/24** **Nominate Cllrs to address the following issues.**

The following Cllrs were nominated.

- 7.5 Tonne Weight Limit - **Cllr Lee**
- 20mph Speed Limit – **Cllr Lee**

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

- LEVI (local electric vehicle infrastructure) – **Cllr Smith**
- Parking Restrictions – **Cllr McKnight**
- Public Footpath – Cornwall to Moorview – **Cllrs Burrow and Smith**
- Planning Applications for new Developments – **all Cllrs**
- Noticeboards – **Cllrs Palfrey and Kennedy**
- Benches - **Cllrs Palfrey and Kennedy**
- Defibrillators – **Cllrs Whiteley and McKnight**

201/24 **Consultations** – The Councillors following consultations were noted by the Councillor

- [Local Audit Reform: A Strategy for Overhauling the Local Audit System in England. Closing date 29th January 2025](#)
- [Strengthening The Standards and Conduct Framework for Local Authority in England. Closing date 26th February 2025](#)

202/24 **Finance Committee** – The following Cllrs were nominated to the Finance Committee, Cllr Whitely, Cllr Kennedy, Cllr McKnight, Cllr Burrow Cllr Hodge and Cllr Palfrey.

203/24 **Lengthsman and Handyman** – Cllr McKnight and Cllr Burrow were nominated to compile a schedule of works for both the Lengthsman and Handyman and to oversee works.

204/24 **WDBC – Consideration of Code of Conduct Complaints by The Audit and Governance (Hearing) Sub-Committee** The Council noted the following updates.

- Complaint Reference **PR463301** – The Council to note the Sub-Committee’s decision that the Councillor had not broken the Code of Conduct, and the Complaint is therefore dismissed and no further action taken.
- Complaint Reference **PR/476679** – The Council to note the Sub-Committee accepts the Investigating Officer’s finding that the Councillor has not broken the Code of conduct, and that the Complaint is therefore dismissed with no further action to be taken.
- Complaint Reference **PR/522117** – The Initial Assessment has been carried out and the decision has been made that the matter should be referred for investigation to ascertain the facts of the matter and determine whether or not the Code had been breached.

205/24 **HM Courts & Tribunals Service** – The Council noted the Claimant was granted permission to withdraw the claim.

206/24 **Councillor reports and items for future agenda -** It was suggested the Council should not have been involved with a member of the public who had a complaint regarding unsolicited emails from a resident.

On the proposition of Cllr Hodge, seconded Cllr McKnight, the Council **RESOLVED** to suspend Standing Order 3 (w), to permit an extension of the meeting.

Cllr Watson left the meeting.

Cllr Kennedy asked the Clerk had she purchased the hot water bottles. The Clerk had not as she had no means of payment and would have to claim expenses, but she would do this. Cllr Kennedy also asked if the churchyard signs and been ordered.

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

This had not been done but the Clerk did a site visit that day to check the current signs. Cllr Burrow asked if a Working Party would be formed to view the parks new plans. To be added to the February agenda. Cllr Smith asked for an update regarding the installation of the VAS sign. Cllr Lee would investigate.

On the proposition of Cllr Burrow, seconded Cllr McKnight, the Council **RESOLVED** to reinstate Standing Orders.

The meeting closed at 9.40pm

Next meeting 4th February 2025

Councillor S McKnight
Chairman

Dated: