



# NORTH TAWTON TOWN COUNCIL

14a The Square  
North Tawton  
EX20 2EP

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## Minutes of an Extra Ordinary meeting of North Tawton Town Council held in the Town Council Offices 14a The Square EX20 2EP On Tuesday 22<sup>nd</sup> January 2025 at 7.30pm

**Present:** Cllr C Lee (Chairman), Cllr J Palfrey, Cllr C Burrow, Cllr M Kennedy,  
Cllr S Watson and Cllr S Whiteley

**In Attendance:** Caroline Ellis – Town Clerk  
Hannah Bruni – Deputy Town Clerk  
5 Members of the public

The Chairman, Cllr Lee welcomed Hannah Bruni, as the new Deputy Clerk for North Tawton Town Council.

**207/24** **Apologies for absence** – Apologies tendered by Cllr Smith (personal reasons) and Cllr Knight (work commitments). Were approved by the Council. Cllr Hodge was absent.

**208/24** **Declarations of Interest** – Cllr Lee and Cllr Palfrey declared pecuniary interest in item 210/24 III, as an invoice from Seal Safety and Training had been submitted.

**209/24** **Public Participation** – Parishioner comments were noted regarding item 211/24

Two members of the public left the meeting.

**210/24** **Finance** –

- I. On the proposition of Cllr Kennedy, seconded Cllr Burrow, the Council **RESOLVED** to approve the following reports. Cllrs Lee, Palfrey, Whiteley in favour, Cllr Watson against.
  - a. Payment and receipts list for November 2024
  - b. Budget Report for November 2024
  - c. Bank Reconciliation for November 2024
- II. On the proposition of Cllr Kennedy, seconded Cllr Burrow, all in favour by a show of hands, the Council **RESOLVED** to approve the salaries and previously circulated list of payments.
- III. On the proposition of Cllr Whiteley, seconded Cllr Burrow, the Council **RESOLVED** to approve the payment of the following invoices received after the agenda was published. Cllr Kennedy in favour and Cllrs Lee, Palfrey and Watson abstained.

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

Bytes Computers (Office 365 Licence)	£148.32
ICO (Subscription)	£35.00
C Ellis (Postage)	£11.05
Seal Safety & Training (Lights repairs)	£734.16
Total Energy (Gas)	£165.93
Anthony Jelly (litter picking, Inspections etc)	£211.50
Matthew Jelly (cleaning public toilets)	£450.00
R J Austin (Lengthsman)	£800.00
Cleaning Supplies 4 U (toilet Rolls)	£75.00
Cllr Watson (Mileage)	£21.60
Mike Harding Lighting (Festival Lights)	£6090.00

**211/24** **Budget 2025/2026** – On the proposition of Cllr Burrow, seconded Cllr Whiteley, the Council **RESOLVED** to approve the previously circulated draft budget. Cllrs Lee, Palfrey and Kennedy in favour, Cllr Watson against. Cllr Watson requested a 3-year budget and reserves forecast.

**212/24** **Precept 2025/2026** - On the proposition of Cllr Palfrey seconded Cllr Lee, the Council **RESOLVED** to approve the precept of £159,617, for 2025/2026, Cllrs Burrow, Kennedy and Whiteley in favour, Cllr Watson against.

**213/24** **Internal Auditor** - On the proposition of Cllr Palfrey, seconded Cllr Burrow, the Council **RESOLVED** to appoint Rachel Avery, (one year contract) to conduct the internal audit for 2024/2025 at a cost of £650. This would include an interim visit before 31<sup>st</sup> March 2025. 5 in favour, 1 against. Cllr Kennedy was against the one-year contract but proposed to accept a three-year contract.

**214/24** **Pride Flag – LGBT History Month 1<sup>st</sup> – 28<sup>th</sup> February 2025** – On the proposition of Cllr Watson, seconded Cllr Kennedy the Council **RESOLVED** to fly the Pride Flag from 1<sup>st</sup> February – 28<sup>th</sup> February 2025, as a guest flag. 3 in favour, 3 abstentions.

Meeting closed 20.03  
Next meeting 4<sup>th</sup> February 2025

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**Councillor C Lee**  
**Chairman**

**DATED:** \_\_\_\_\_

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