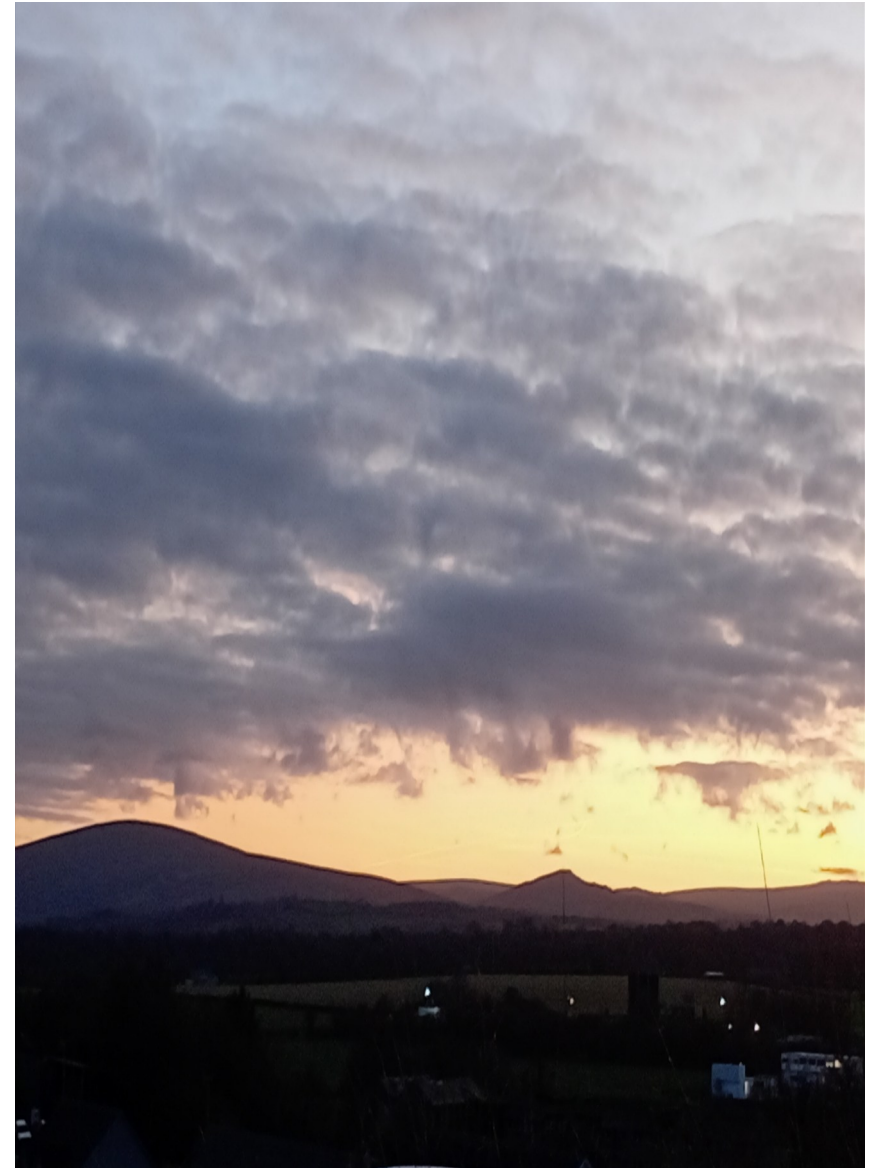


**North Tawton Town Council**

**Strategic Plan 2026-2027**

**Mission statement**

**“Working together with our  
community”**



## **Introduction:**

- The North Tawton Town Council Strategic Plan has been produced as a statement of the Council's ongoing and future aims and objectives. This provides the framework for decision making, and will be consulted regarding budgeting, to target and identify major projects, and to keep the Town Council precept requirements as steady as possible.
- The Strategic Plan will be a working document setting out what the Council wants to achieve, and will be reviewed and updated annually each year.

## **An Overview of North Tawton Town Council:**

### *North Tawton Town Council Governance:*

- The Town Council has up to 12 Councillors, who are either elected every four years, or co-opted where a vacancy arises during that timeframe. There may be an election if resident requests, or the Council will co-opt a new member. The Chair, Vice-Chair of the Council, all Council Committee Members, and Working Groups, are elected annually by the Councillors at the Annual Town Council Meeting.

### *Town Council Staff and Management:*

- The Council currently employs two members of staff. The Town Clerk is appointed by the Council and carries out all the functions required by law as the Council's Proper Officer, including the administration of the Council, as well as being the Council's Responsible Financial Officer. The Deputy Clerk is also appointed by the Council, and shares in the carrying out of council functions and duties.
- The Full Council meets on the first Tuesday of every month, usually at 7.30 pm and meetings are held at the Council Office in The Square, North Tawton. All meetings are open to the public and there is a period set aside for the public to ask questions or comment on agenda items.

## Responsibilities of North Tawton Town Council:



*The Town Council has responsibility for several assets and their maintenance.*

- ◆ The Council has a formal Trusteeship responsibility for the Memorial Park and car park, and so manages, maintains and oversees the improvement of improvement of the park.
- ◆ The Town Council owns, manages and maintains the Cemetery, including the old Chapel of Rest building.
- ◆ Management and maintenance of the war memorial.
- ◆ The Town Council do not have ownership of the churchyard at St Peter's Church, but does hold responsibility for its maintenance. The churchyard is closed to burials.
- ◆ The upkeep of bus shelters.
- ◆ Maintenance of the Public Toilets, in the Council's ownership.
- ◆ Maintenance of the Jubilee Clock Tower.
- ◆ Maintenance of the Council Office, in the Council's ownership.
- ◆ Maintenance of the Town Centre and Car Park off The Square, which the Council own.
- ◆ Maintenance of various small areas of grass around the town, some of which we own, others of which we maintain.
- ◆ Maintenance and general upkeep of the area of land fronting Strawberry Fields, by the mini roundabout, this is in the Council's ownership.

*In addition to the above, we also undertake:*

- Extra street sweeping and litter-picking (by our lengthsman/street sweeper)
- Trusteeship of the Durant Trust, which exists to benefit residents of North Tawton.

The Trust meets twice a year and considers grant applications made to the Trust. The funding for these grants comes from the interest on capital investment as set up by the original founder of the Trust.

## **Financial Information:**

- Each year the Town Council, as part of its budget setting process, agrees a precept – this is the local tax levied by the Council which is collected on its behalf by West Devon Borough Council as part of the Council Tax Bill. North Tawton Town Council and everything that it does is therefore funded solely by residents of the Parish of North Tawton.
- In addition to the precept the Council receives an income from cemetery and memorial fees, and a small sum from fees for access across the town centre car park. The Town Council might also receive grant funding for specific initiatives.
- Full budget information can be obtained on the Council's website.
- Each financial year the Council maintains a general reserve to cover unexpected events or emergencies and earmarked reserves for specific projects and expenses.

## **Community Involvement:**

The consultation process which helped the Council produce the North Tawton Neighbourhood Plan reflected the views of the residents and covers issues such as, transport and green spaces. To produce an updated Strategic Plan the Council will continue to consult with residents to make sure we understand and consider their priorities and wishes for our Town.

We engage with the residents of North Tawton through our Facebook Page, the Annual Town Meeting, Live Streaming of all Full Council meetings, publication of a monthly update in The Roundabout Magazine, and via our Book Swap to encourage residents to visit the Town Council Office.



## **Aims and Objectives:**

The Town Council has five main areas for growth and development to prioritise in its Strategic Plan. These priorities seek to identify and meet the needs of the Town and its residents. Within each specified area, there are a number of aims, each to be met by the implementation of the corresponding objectives and action plans.

### **The Priorities are:**

- **Democracy** – North Tawton Town Council are an elected and co-opted body of local people providing a voice on decisions and services that impact the community
- **Economy** – The Town Council will seek to work with and continue to support businesses within the local community and promote community engagement.
- **Social and community engagement** – The Town Council seeks to be at the heart of the community and its activities, and will work alongside local businesses, volunteer groups and public and private sectors to create social and community engagement.
- **Environment** – North Tawton has a heritage and history as a market town, with historical buildings, and land, all of which need conservation and preservation for future generations.
- **Climate Change** - The Town Council will review its practises with a view to reduce its carbon footprint, encourage others to do the same, and to collaborate with the Devon Climate Emergency Response Group as necessary.

## Democracy—North Tawton Town Council are an elected and co-opted body of local people

Aims	Objectives	Timescale
<p><b>Representation</b>—The Town Council will act as a leader and advocate of the interests of the community.</p>	<ul style="list-style-type: none"> <li>• To represent the town effectively by communicating and engaging with residents on a regular basis.</li> <li>• To provide opportunities for community engagement and awareness.</li> <li>• To provide accurate and timely information for residents regarding the restructuring of Councils.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
<p><b>General Power of Competence</b>—The Town Council was awarded GPoC in December 2024 and will seek to maintain this.</p>	<ul style="list-style-type: none"> <li>• 2nd December 2024, Minute Reference: 149/24.</li> </ul>	<ul style="list-style-type: none"> <li>• December 2024</li> </ul>
<p><b>Engagement</b>—The Town Council will engage with residents and stakeholder groups in several ways.</p>	<ul style="list-style-type: none"> <li>• To liaise with residents and businesses in accordance with the Business Plan.</li> <li>• To broaden the range of stakeholder groups with which the Council interacts – for example developing better connections with the school and local business.</li> <li>• To provide yearly reviews for the identification of where stronger engagement is needed.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Ongoing</li> </ul>
<p><b>Accountability and transparency</b>—The Town Council will remain transparent in its work and decisions.</p>	<ul style="list-style-type: none"> <li>• To continue to film and live stream all Full Council Meetings and broadcast these on the Town Council Facebook page and save to the website.</li> <li>• To continue to publish financial and Town Council information and reports as required by law.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>

**Economy**—The Town Council will seek to work with and continue to support businesses within the local community and promote community engagement.

Aims	Objectives	Timescale
<p><b>Economic Development</b> – The Council will endeavour to support and develop a healthy local economy.</p>	<ul style="list-style-type: none"> <li>◆ To encourage the development and security of local business through networking opportunities.</li> <li>◆ To consider providing basic training in the use of digital media.</li> <li>◆ To offer support for those eligible through its Grant Awarding Policy (see Financial Assistance under Social / Community Engagement).</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> <li>◆ Ongoing</li> <li>◆ Ongoing</li> </ul>
<p><b>Working together</b> – The Town Council will work with representative bodies and public authorities to promote a healthy local community.</p>	<ul style="list-style-type: none"> <li>◆ To provide clear and accurate information for residents as to Town Council responsibilities.</li> <li>◆ To continue to signpost residents to the most efficient way of reporting and managing issues within the town, as this is not always the Town Council’s responsibility.</li> <li>◆ To continue to work alongside Devon County Council and West Devon Borough Council in matters relating to the economy, environmental health, and social aspects of the Town.</li> </ul>	<ul style="list-style-type: none"> <li>◆ Ongoing</li> <li>◆ Ongoing</li> <li>◆ Ongoing</li> </ul>
<p><b>Best value</b> – The Town Council will seek to minimise council costs and provide value for money services which are relevant, efficient and effective.</p>	<ul style="list-style-type: none"> <li>◆ To continue to try to obtain two quotes for any proposed work for which the Town Council is responsible in accordance with our Financial Regulations Policy.</li> <li>◆ To set a budget and precept each year in accordance with regulation and need within the Town.</li> <li>◆ To review financial matters each month, keeping accurate and up-to-date records of all Town Council finances.</li> </ul>	<ul style="list-style-type: none"> <li>◆ Ongoing</li> <li>◆ Annually</li> <li>◆ Monthly</li> </ul>

**Social / Community Engagement**—The Town Council seeks to be at the heart of the community and its activities, and will work alongside local businesses, volunteer groups and public and private sectors to create social and community engagement.

Aims	Objectives	Timescale
<p><b>Working together</b> – The council will work with West Devon Borough Council and Devon County Council to represent and promote a healthy and vibrant community in the town.</p>	<ul style="list-style-type: none"> <li>◇ To provide opportunities for basic training in First Aid and the use of the Town’s Defibrillators.</li> <li>◇ To promote the use of the Memorial Park.</li> <li>◇ To promote the use of the footpaths around the town.</li> <li>◇ To liaise with District and Borough Councils on relevant events.</li> </ul>	<ul style="list-style-type: none"> <li>◇ Ongoing</li> <li>◇ Ongoing</li> <li>◇ Ongoing</li> </ul>
<p><b>Community engagement</b> – The Town Council will develop communications to meet statutory requirements and maintain Accessibility in accordance with its policy.</p>	<ul style="list-style-type: none"> <li>◇ To maintain an up-to-date Accessibility Policy.</li> <li>◇ To ensure accessibility to the Town Council Website and Facebook page.</li> <li>◇ To continue to engage via the Facebook page, sharing Town Council information and advertisement of Town Council events.</li> <li>◇ To write a monthly article for the Roundabout magazine to highlight and promote the work of the Town Council.</li> </ul>	<ul style="list-style-type: none"> <li>◇ Ongoing</li> <li>◇ Ongoing</li> <li>◇ Ongoing</li> <li>◇ Monthly</li> </ul>
<p><b>Financial assistance</b> – The Town Council, through its Grants Awarding Policy, will provide funding for eligible organisations.</p>	<ul style="list-style-type: none"> <li>◇ To provide appropriate financial assistance for those eligible via the Grant Awarding Policy and procedure.</li> </ul>	<ul style="list-style-type: none"> <li>◇ Ongoing</li> </ul>
<p><b>Community assets</b> – The Town Council will manage the community assets in its ownership and under its maintenance agreements.</p>	<ul style="list-style-type: none"> <li>◇ To maintain an accurate and detailed Asset Register</li> <li>◇ To carry out timely Risk Assessment and checks on all Assets.</li> <li>◇ To ensure the ongoing maintenance of the grounds for which the Town Council is responsible for.</li> </ul>	<ul style="list-style-type: none"> <li>◇ Ongoing</li> <li>◇ Ongoing</li> <li>◇ Ongoing</li> </ul>

## Social / Community Engagement—continued.

Aims	Objectives	Timescale
<p><b>Burial grounds</b> – The Town Council will maintain burial grounds to serve the town and will include provision for ongoing burial facilities, with the development of a new additional cemetery site.</p>	<ul style="list-style-type: none"> <li>* To purchase the proposed new cemetery site.</li> <li>* To maintain the cemetery and its grounds.</li> <li>* To continue to provide burial facilities.</li> <li>* To maintain accurate and detailed burial records to ensure the efficient running and management of the cemetery.</li> </ul>	<ul style="list-style-type: none"> <li>* Ongoing</li> <li>* Ongoing</li> <li>* Ongoing</li> <li>* Ongoing</li> </ul>
<p><b>Events</b> – The Town Council will seek to deliver events to enhance community engagement and to make the Council more accessible and approachable.</p>	<ul style="list-style-type: none"> <li>* To host an event in the Memorial Park in the Summer for engagement with families.</li> </ul>	<ul style="list-style-type: none"> <li>* July 2026</li> </ul>
<p><b>Emergency Plan</b> – The Town Council will strive to update, maintain and, when necessary, implement its Emergency Plan.</p>	<ul style="list-style-type: none"> <li>* To review in detail and make amendments to the Emergency Plan.</li> <li>* To provide an advice leaflet for the Town for the Emergency Plan to be delivered to every home.</li> <li>* To review the Emergency Plan on a regular basis.</li> <li>* To implement the Emergency Plan should it be necessary.</li> </ul>	<ul style="list-style-type: none"> <li>* Ongoing</li> <li>* April / May 2026</li> <li>* Annually</li> </ul>

**Environment**—North Tawton has a heritage and history as a market town, with historical buildings, and land which needs to be preserved for future generations.

<b>Aims</b>	<b>Objectives</b>	<b>Timescale</b>
<p><b>Environment – General</b> – The Town Council will continue to promote, support, protect and act with sensitivity, its historic and natural environments.</p>	<ul style="list-style-type: none"> <li>◆ To continue to implement the Town Neighbourhood Plan.</li> <li>◆ To comment on local planning applications in accordance with the Neighbourhood plan.</li> <li>◆ To promote awareness of historic and natural environments within the town.</li> <li>◆ To support the redevelopment of areas of the town where relevant and necessary.</li> <li>◆ To promote understanding and appreciation of the historical aspects of the town through the use of social media.</li> <li>◆ To promote the use of litter bins and Dog Waste bins throughout the town.</li> </ul>	<ul style="list-style-type: none"> <li>◆ Ongoing</li> <li>◆ Ongoing</li> <li>◆ Target for 2026</li> <li>◆ Target for 2026</li> <li>◆ Target for 2026</li> <li>◆ Ongoing</li> </ul>
<p><b>Environmental – Council Ownership</b> – The Town Council will maintain and protect the heritage and natural assets within its ownership and those for which it is responsible for, and maintain appropriate records, documents and maintenance plans for each.</p>	<ul style="list-style-type: none"> <li>◆ To maintain the Town Council Assets as mentioned.</li> <li>◆ To carry out repairs on historic and listed Town Council Assets in accordance with regulations.</li> <li>◆ To carry out any relevant risk assessments and site inspections on a regular basis.</li> </ul>	<ul style="list-style-type: none"> <li>◆ Ongoing</li> <li>◆ Ongoing</li> <li>◆ Ongoing</li> </ul>

## Environment—Continued

Aims	Objectives	Timescale
<p><b>Trees</b> – The Town Council will maintain and manage all the trees and shrubs on the land which it owns and is responsible for, including Tree Surveys, inspections and arboriculture planting schemes as and when recommended.</p>	<ul style="list-style-type: none"> <li>◆ To carry out an annual Tree Survey, or accordance with the recommended timeframe of the previous survey.</li> <li>◆ To maintain the health of trees and shrubs within Town Council ownership and responsibility in accordance with the survey.</li> <li>◆ To consult with West Devon Borough Council on issues involving trees and any necessary emergency work outside of the scope of the Tree Survey.</li> <li>◆ To consider adopting a new Tree Policy and new</li> </ul>	<ul style="list-style-type: none"> <li>◆ Ongoing.</li> <li>◆ Ongoing</li> <li>◆ Ongoing</li> <li>◆ To consider at the May 2026 Full Council Meeting.</li> </ul>
<p><b>Recreation</b> – The Town Council will maintain, on the land it owns and that which it is responsible for, existing areas of leisure and recreation purposes, including the Memorial Park, and the Diana Memorial Garden.</p>	<ul style="list-style-type: none"> <li>◆ RoSPA – Annual Inspection of play equipment.</li> <li>◆ To maintain and promote the use of the Memorial Park.</li> <li>◆ To maintain and promote the use of the Diana Memorial Garden.</li> <li>◆ To carry out regular inspections of relevant sites and keep them in good working order.</li> <li>◆ To arrange an update and replacement of some of the play equipment currently in the park.</li> </ul>	<ul style="list-style-type: none"> <li>◆ Annually</li> <li>◆ Ongoing</li> <li>◆ Ongoing—Target for 2026</li> <li>◆ Ongoing</li> <li>◆ Ongoing</li> </ul>

**Climate Change**—The Town Council will review its practises with a view to reduce its carbon footprint, encourage others to do the same, and to collaborate with the Devon Climate Emergency Response Group as necessary.

<b>Aims</b>	<b>Objectives</b>	<b>Timescale</b>
<p><b>Reduction</b> – The Town Council will review its plans to reduce carbon emissions to meet the targets within the Devon Climate Declaration.</p>	<ul style="list-style-type: none"> <li>* To continue to review its plans to reduce its carbon emissions on a yearly basis.</li> <li>* To meet or exceed the targets through regular monitoring.</li> <li>* To adapt Town Council practices to continue to reduce carbon dioxide and pollution levels.</li> </ul>	<ul style="list-style-type: none"> <li>* Target for 2026</li> <li>* Annually</li> <li>* Target for 2026</li> </ul>
<p><b>Working together</b> – The Town Council will work with local residents and businesses to ensure the ongoing reduction of the town’s consumption and production emissions to stay inline with the Devon Climate Declaration.</p>	<ul style="list-style-type: none"> <li>* To work with residents in the town, businesses, other authorities to collectively make changes.</li> <li>* To continue to recycle and reuse where possible.</li> <li>* To review the of the town’s production and consumption emissions to meet IPCC recommendations on a regular basis.</li> </ul>	<ul style="list-style-type: none"> <li>* Target for 2026</li> <li>* Ongoing</li> <li>* Target for 2026</li> </ul>
<p><b>Risk</b> – The Town Council will work to understand the near-term and future risks of climate change for Devon and to plan how the infrastructure, public services and communities may be impacted upon.</p>	<ul style="list-style-type: none"> <li>* To work to understand the near and future risk due to climate change in Devon through training and education of staff and Councillors.</li> <li>* To plan for how infrastructure, public services, and communities will have to adapt for the 1.5+ degree warmer world in accordance with what is recommended by appropriate authorities.</li> </ul>	<ul style="list-style-type: none"> <li>* Target for 2026</li> <li>* Target for 2026</li> </ul>
<p><b>Encouragement</b> – The Town Council will engage with local organisations, businesses, communities and individuals to do the same.</p>	<ul style="list-style-type: none"> <li>* To consider setting up a carrier bag free town / encourage the Borrow – a – Bag scheme.</li> <li>* To research incentive schemes that might be appropriate to the town.</li> <li>* To implement any schemes with regular reviews.</li> </ul>	<ul style="list-style-type: none"> <li>* Ongoing</li> <li>* Target for 2026</li> <li>* Ongoing</li> </ul>

## Progressing the Strategic Plan:

Monitoring progress against the list of priorities, with clear aims and objectives being stated, the Strategic Plan will be monitored through Town Council meetings and reviewed in detail on an annual basis. The Strategic Plan will be available to view on the Town Council website and hard copies will be available to view at the Council Office. Below is a summary table of the targets for 2026/2027

Priority area:	Objective target for 2026/2027	Date
<b>Social and Community engagement</b>	To host an event in the Memorial Park in the Summer for engagement with families.	
	To provide an advice leaflet for the Town for the Emergency Plan to be delivered to every home.	
<b>Environment</b>	To promote awareness of historic and natural environments within the town.	
	To support the redevelopment of areas of the town where relevant and necessary.	
	To promote understanding and appreciation of the historical aspects of the town through the use of social media.	
	To consider adopting a new Tree Policy and new Biodiversity Policy.	
	To maintain and promote the use of the Diana Memorial Garden.	
<b>Climate Change</b>	To continue to review its plans to reduce its carbon emissions on a yearly basis.	
	To adapt Town Council practices to continue to reduce carbon dioxide and pollution levels.	
	To work with residents in the town, businesses, other authorities to collectively make changes.	
	To review the of the town's production and consumption emissions to meet IPCC recommendations on a regular basis.	
	To work to understand the near and future risk due to climate change in Devon through training and education of staff and Councillors.	
	To plan for how infrastructure, public services, and communities will have to adapt for the 1.5+ degree warmer world.	
	To research incentive schemes that might be appropriate to the town.	

# Summary:

- ◆ **The Town Council has the Mission Statement of “Working together with our community”**
- ◆ **The Town Council is a group of volunteer Councillors either elected or co-opted, and employs two members of staff.**
- ◆ **The Town Council owns and also has responsibility for a number of Assets throughout the Town, and works to maintain these.**
- ◆ **Each year the Town Council has a budget and reserves, which can be used to target certain projects, both ongoing and stand-alone.**
- ◆ **Local residents were initially consulted with the formation of the Neighbourhood Plan.**
- ◆ **The Town Council has a number of aims and objectives to guide its focus for work each year.**
- ◆ **The current year, 2026-2027 has a number of mainly community, environmental and Climate Change targets, which it would like to achieve.**
- ◆ **The Strategic Plan will be reviewed annually to identify specific goals.**
- ◆ **Progression will be checked and monitored through the Town Council Meetings and Councillor Reports.**
- ◆ **An annual update will be written by the Deputy Clerk.**
- ◆ **A copy of the Strategic Plan will be kept in the Town Council office, and online on the Website.**

Adopted: 05.05.2026

Minute Reference: 19:26/27

Review date: May 2027