



# NORTH TAWTON TOWN COUNCIL

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To all members of the Town Council  
You are hereby summoned to attend a Meeting of North Tawton Town Council on  
**Tuesday 7<sup>th</sup> July at 7.30pm in the Town Council Office** 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, Clerk to the Council 29<sup>th</sup> June 2026

## AGENDA

**A fire alarm is not planned. In the event that the alarm sounds, please make your way out of the building via the nearest exit. No decision can be taken on items not detailed on the published agenda.**

1. **Apologies for absence.**
2. **Declarations of interest** – To receive disclosures of interests from Councillors on matters to be considered at the Meeting. The disclosure shall include the nature of the interest. If a member becomes aware, during the Meeting, of an interest that has not been disclosed they must do so immediately.
3. **Public Participation** – An opportunity for members of the public to make representations, answer and give evidence in respect of any item of business on the agenda. The period of time designated for public participation shall not exceed 2 minutes per person except by the direction of the chair (Standing Orders 3f and 3g). The public are to be reminded of the Protocol for Public Participation in Town Council Meetings must be adhered to and members of the public are not allowed to raise issues when the Council is in Committee (please note that decisions cannot be made on items not detailed on the agenda).
4. **Confirmation of the minutes of the Town Council Meeting held on Tuesday 2<sup>nd</sup> June 2026, and the Personnel Committee Meeting held on 17<sup>th</sup> April 2026.**
5. **Finance** –
  - I. The Bank Reconciliation, Trial Balance and Budget Report dated 30<sup>th</sup> April 2026 (Month 1) and 31<sup>st</sup> May 2026 (Month 2) for the consideration of the Council.
  - II. Consideration of approval of the following payments on the attached report and approve Clerk's and staff pay.
  - III. To approve the list of regular payments and direct debits for 2026/27
6. **Chairmans Report** – To receive a report from the Chairman.
7. **Borough and County Councillors report** – To receive reports if present.

8. **Planning** – To consider the following applications -

[1294/26/VAR](#) Application for variation of condition 1 (approved plans) and removal of condition 2 (external materials for effluent plant buildings and silos) of planning consent 0727/25/VAR, Taw Valley Creamery, North Tawton, EX20 2DA  
Comments by 9<sup>th</sup> July 2026

[1240/26/FUL](#) Proposed single storey extension to front (north elevation) and access ramp to side (east elevation) Taw Valley Creamery, North Tawton EX20 2DA  
Comments by 9<sup>th</sup> July 2026

[1652/26/LBC](#) Alterations to the two bathrooms on the first floor, Ginger Beer Cottage, Essington Lane, North Tawton.  
Comments by the 23rd July 2026

To note the following decision from the planning authority –

**1189/26/TPO A1:** Ilex Aquifolium (holly) – lateral reduction on E & W to 2m, crown height reduction to 3m, to create more light at base and rejuvenate growth, 7 Webbs Orchard, North Tawton EX20 2FE  
**Grant of conditional consent**

9. **Temporary Traffic Notices** – To note the following Temporary Traffic Notices  
**TTRO2670228** The temporary prohibition of through traffic, at High Street North Tawton, on Saturday the 29<sup>th</sup> August 2026, anticipated finish Saturday 29<sup>th</sup> August 2026 for a maximum of 5 days. To replace Frame and Cover.

**TTRO2670560** Temporary road closure of High Street, North Tawton, outside numbers 28-44, Tuesday 25<sup>th</sup> August 2026, between 9.30am and 3pm, for a maximum 5 days. To replace 1x Pole.

10. **Postal Deliveries** – To discuss ongoing issues with postal deliveries in the town.

11. **Register of Interests** – The Council to note new rules come into effect on 29<sup>th</sup> June 2026 which states that local authorities will no longer be required to publish an elected or co-opted member's home address in local authority register of interest. These changes have been introduced by a new Section 32A of the Localism Act 2011 (as inserted by section 65 of the English Devolution and Community Empowerment Act 2026). If members want their home address to be included on the public website, they need to specifically say so and opt in.

12. **Memorial** – To consider a memorial application and to decide the appropriate cost.

13. **Utilities** – To consider quotes for electric contracts for the car park.

14. **Road Warden Scheme** – To consider joining DCC Road Warden Scheme and to agree to pay Clear Councils £134 for the extra insurance cover.

15. **Volunteers for Weeding** – To receive an update from the Deputy Clerk.

16. **Food Bank** – To consider establishing the current need and reinstatement of a Food Bank in North Tawton.

17. **Wider Okehampton Cluster Group** – To note a Conflict Management training event has been planned with DALC and to be held at Okehampton Town Hall on 22<sup>nd</sup> July 2026. Available to all Councillors and Clerks.

18. **Policies** – To consider approving and adopting the following previously circulated policies.
  - Anti-bullying and harassment Policy
  - Privacy Statement
  - Grievance Policy
  - H&S Policy
  - Disciplinary Policy
19. **Durant Trust** – To approve payment of the insurance renewal at a cost of £88.16 with Zurich Insurance (same cost as previous year)
20. **Freedom of Information Requests and Subject Access Requests** - To note the Council has received four Freedom of Information Requests and one Subject Access request from a resident in June 2026. All have been answered within the timeframe.
21. **Closure of footpath** - To note that the Secretary of State for Transport has approved an extension for the temporary closure of North Tawton, Footpath No. 8, from the entrance to Arla Foods Taw Valley Creamery to the junction with the A3072. The closure would have expired on 5th July 2026 and has now been extended until 5th January 2027 or until the works are complete, whichever is the sooner.
22. **Portable water containers** – To consider quotes for purchasing portable water containers.
23. **Transport Consultation** – To approve the information and questionnaire to be provided for residents in and around the Square regarding the ongoing parking issues.
24. **Councillors reports and items for future agenda** – Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or 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.’**

25. **Quotations** – To consider quotations for clearing the bank of weeds by Strawberry Fields.
26. **Durant Close** – To consider a request from a resident and to agree action thereafter.
27. **Meeting Report** – To discuss a complaint made to the Council regarding the car park.

Next meeting 4<sup>th</sup> August 2026