



NORTH TAWTON TOWN COUNCIL

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North Tawton
EX20 2EP

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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 4th August 2026 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 28th July 2026

AGENDA

This meeting maybe livestreamed through the Council's Facebook page. People attending may be captured on film. Any speech may be picked up and broadcast. 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. Please ensure all mobile phone are turned off or turned to silent. No decision can be taken on items not detailed on the published agenda.

1. **Apologies for absence** - To receive 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 7th July 2026**
5. **Finance** –
 - I. The Bank Reconciliation, Trial Balance and Budget Report dated 30th June 2026 (Month 3) for the consideration of the Council.
 - II. To consider to approve the payments on the circulated report and approve staff pay.
 - III. To note a VAT return had been submitted for VAT Quarter 1 (1.4.2026 – 30.06.2026) for the value of £1368.36
 - IV. To note the Internal Auditor is due to visit on 28th September 2026 to conduct an interim audit.

- V. **Waste Bin** – To consider quotations for a replacement waste bin to the entrance to the car-park.
 - VI. **Insurance** – To agree the insurance renewal with Clear Insurance (2nd year of fixed rate agreement) at a cost of £2002.49 (previous year £1968.92)
 - VII **DALC AGM 7th October 2026** – To consider both the Town Clerk and Deputy Clerk attending the DALC AGM at a cost of £50 each + VAT for the 'early bird' ticket.
6. **Chairmans Report** – To receive a report from the Chairman.
7. **Borough and County Councillors report** – To receive reports if present.
8. **Planning –**
- To note the decisions of the planning authority –**
- 1573/26/NMM** Change the external finish to the walls to a silicone-coloured render. Clovehayes, Essington Road, North Tawton EX20 2EX
Refusal
- 1405/26/HHO** Conversion of existing garage to living space and small front extension to extend kitchen. 20 Cornfield Way, North Tawton EX20 2FB
Conditional Approval
- 1240/26/FUL** Proposed single storey extension to front (north elevation) and access ramp to side (east elevation)
Conditional Approval
9. **Pre- application 1465/26/PR3**
- To note the pre-application submitted by NTTC for the installation of two free parking signs in North Tawton Square.
 - To approve the payment of £87.00 for the application.
10. **Projects** – To receive updates regarding the following projects
- **Lych Gate** – To receive an update.
 - **Volunteers** – To receive a report from the Deputy Clerk.
 - **DCC Road Warden Scheme** – To note the Council are continuing to investigate.
 - **Speedwatch** – To consider a report from the Deputy Clerk.
 - **Road/Traffic Consultation** – To receive a report from Cllr Lee.
 - **Swings** – To receive an update from the Clerk.
 - **Defibrillator Training** – To note Defibrillator training has been arranged for 3rd September 2026 at the Rugby Club at 7pm
 - **New Cemetery** – To receive an update from the Clerk.
 - **Wider Okehampton Cluster Group** – To note there had been a Wider Okehampton Cluster Group training and networking day on 22nd July 2026, attended by Cllr Burrow and the Town Clerk. DALC conducted a training session on Managing Conflict in Council Meetings. The next meeting is to be held on 23rd September 2026 at 10am at Meldon Village Hall.
11. **To consider the following consultations –**
- Dartmoor Local Plan Consultation
<https://www.dartmoor.gov.uk/living-and-working/business/planning-policy/emerging-local-plan>
- West Devon and South Hams Joint Local Plan Consultation
<https://www.westdevon.gov.uk/news/2026/help-shape-new-joint-local-plan-west-devon-and-south-hams>

12. **Freedom of Information Requests** – To note 19 Freedom of Information requests were received in July 2026.
13. **Filming of Meetings** – To review the Council's arrangements for filming and live streaming Council meetings and to consider whether any changes are necessary due to the continued misuse of recordings by a member of the public.
14. **Policies** – To consider approving and adopting the following previously circulated policies
 - Control of Substances Hazardous to Health (CoSHH)
 - Memorial Policy
 - Confidential Reporting/Whistleblowing Policy
15. **AGAR** –
2024/2025 AGAR – to receive a report from the Clerk
2025/2026 AGAR – to note a resident has registered objections to the External Auditor regarding the 2025/2026 AGAR.
16. **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.’

17. **Solicitor** – To receive a report from the Clerk.
18. **Tree Works** – To consider quotations for removing a tree at Durant Close and to plant 2 Rowan Trees.
19. **Repairs and Replacement Fencing at SUDs Pond** – To consider a quotation to make repairs and replace fencing and gate at the SUDs pond.

Next meeting 1st September 2026