



NORTH TAWTON TOWN COUNCIL

14a The Square
North Tawton
EX20 2EP

Tel: 01837 880121

e-mail: townclerk@northtawtontowncouncil.gov.uk

To all members of the Town Council

You are hereby summoned to attend a Meeting of North Tawton Town Council on **3rd November 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

26th October 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 mobile phones 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 apologise 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 6th October 2026**
5. **Chairmans report** – To receive a report from the Chair.
6. **Borough and County Councillors report** – To receive reports if present.
7. **Finance** –
 - I. The Bank Reconciliations, Trial Balance, Balance Sheet and Budget Report dated 30th September 2026.
 - II. Consideration of approval the payments on the circulated report and approve staff pay.
 - III. To note a VAT Return had been submitted for the period 01.07.2026 – 30.09.2026 (2nd quarter) for the value of £5,752.11

- IV. To consider adding Cllr Palfrey as a signature with Unity Trust.
- V. To note the transfer of £25,000 from Unity Trust Bank to CCLA had been completed.

8. Planning –

To consider the following applications.

[2756/26/LBC](#) Nine replacement windows incorporating vacuum double glazing. Ginger Beer Cottage, 31-33 Essington Lane, North Tawton EX20 2DS
Comments by 5th November 2026

[2757/26/HHO](#) Nine replacement windows incorporating vacuum double glazing. Ginger Beer Cottage, 31-33 Essington Lane, North Tawton EX20 2DS
Comments by 5th November 2026

To note the following withdrawn application:

2363/26/FUL Land at SS666018 Essington Road, North Tawton. Proposed dwelling house and associated site works.

Temporary Traffic Restrictions – To note the following temporary traffic restrictions

TTRO2772064 – Road from Newland Cross to De Bathe Cross, North Tawton – for resurfacing the A3072 From 15th March 2027 to Saturday 20th March 2027 between the hours of 19:00 and 06:00

TTRO2773771 – Fore Street, North Tawton from O/S no 49 to O/S Gregory Distribution – for Fibre Cabling From 11th January 2027 to Monday 11th January 2027 between the hours of 09:30 and 15:30

TTRO2672693 – High Street and Barton Street, North Tawton, between the hours of 09:30 – 14:30 – Installing BT Duct. From 3/12/2026 – 3/12/2026

9. 2024/2025 AGAR –

- To note the Final External Auditor Report & Certificate has been received and was published on the website and there was nothing further required from the Council and no amendments to the 2024/25 AGAR were needed.
- To note the Notice of Conclusion of Audit Notice was published on 21st October 2026 for 14 days.
- To note the invoice from the External Audit had been received
AGAR Return Audit £630.00 + VAT
Additional charges due to objections £3750.25 + VAT
Total including VAT £5256.300

10. Welcome Pack – To consider creating a Welcome Pack for new residents.

11. Printed Agenda & Associated Papers – Councillors to consider receiving the agenda and associated papers in electronic format only.

12. Reserved Plot – To consider a request from a resident for the Council to ‘buy’ back the reserved plot.

13. Meeting Venue and Dates – To consider moving the Council Meetings to another venue as recommended at the Safety and Security Awareness Presentation conducted by Devon & Cornwall Police. The Town Hall is available on 1st Monday of the month, and the Community Centre is available on Thursday evenings.

14. **Christmas Light Switch-on 6th December 2026** – To receive an update from Cllr Palfrey and to consider costings and expenses.
15. **Remembrance Day** – To discuss and agree the appropriate arrangements for Remembrance Day and to agree the purchase of a wreath for the event.
16. **Lych Gate** – To receive an update from Cllr Smith.
17. **Volunteer Weeding Group** – To receive a report from the Deputy Clerk.
18. **Councillors Progress 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.
19. **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.’
20. **Solicitor/Breakthrough Communications** – To receive a report from the Clerk and to consider the recommendations.
21. **New Cemetery (Land Swap)** – To consider the previously circulated Transfer of Part Registered Title(s) from the solicitor.
22. **Office Safety, Protection of Employees** – To consider further measure to protect the safety and wellbeing of employees.
23. **Planning Enforcement** – To receive a report from the Clerk.