

# SOUTH TAWTON PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council, the Victory Hall, South Zeal, on Monday 10<sup>th</sup> May 2010 at 7.30pm

Councillor A White (Chairman)  
Councillor W Cann  
Councillor A Sampson  
Councillor J Pillar  
Councillor B Woolland  
Councillor C Coombs

Councillor J Darch  
Councillor R Souness  
Councillor C Curtis  
Councillor J White

Dr P Brotherton (Clerk)

In Attendance: Ms V Shaw, Mr R Curtis, Mrs Knox, Mr R Tilley and Mr A Beacom

**10/041 Apologies for absence.**

All councillors were present. The chairman (councillor A White) welcomed councillor A Sampson to his first meeting and the clerk presented him with an induction pack of documents and a large scale map of the parish.

**10/042 Election and nomination.**

a) Election of Chairman

Councillor Souness nominated and councillor Cann seconded councillor A White, who was willing to stand. There being no other nominations, all agreed that Councillor A White be elected Chairman of South Tawton Parish Council for the coming year. Councillor A White accepted the position.

b) Election of Vice Chairman.

Councillor A White (Chairman) nominated and councillor Darch seconded councillor J White, who was willing to stand. There being no other nominations, all agreed that councillor J White be elected Vice Chairman of South Tawton Parish Council for the coming year. Councillor J White accepted the position.

c) **Nomination of delegates to Committees:**

Proposed by councillor A White (Chairman) and seconded by councillor Curtis and agreed by all, the following Councillors were appointed as Council delegates to the designated committees:

- I. The Victory Hall. Councillor Cann, Pillar and Curtis
- II. The South Tawton Charities. Councillors Cann and Souness
- III. The Dartmoor National Park Authority Forum. Councillor Cann
- IV. The Eastern Link Committee. Councillors Darch and Woolland
- V. The Church House Committee. Councillor Coombs.

d) **Election of Internal Financial Control Group.**

Proposed by councillor Souness and seconded by councillor Coombs, councillors Pillar and Curtis were elected as the Internal Financial Control Group of Councillors. All agreed. Councillor Pillar and Curtis accepted the posts and the clerk thanked them for the support and guidance given to him over recent years.

e) **Election of Internal Auditor.**

Proposed by councillor J White (Vice Chairman) and seconded by councillor A White (Chairman) Mr J Davey, who had kindly volunteered his services again, was elected as the Internal Auditor. All agreed. Council wished to thank Mr and Mrs. Davey for their expert advice and help in this capacity.

f) **Election of Councillors to oversee planning applications.**

After discussion, it was proposed by councillor A White (Chairman) and seconded by councillor Darch that councillors Pillar, Coombs, Cann, Sampson and J White (Vice Chairman) be elected as the Council Planning Group, to oversee all planning applications and report to Council. All agreed.

**10/043 Completion of documentation on Declaration of Acceptance of Office and Undertaking to Observe the Code of Conduct.**

Councillors signed the relevant documentation, witnessed by the Proper Officer.

**10/044 Declaration of Interest for items on the agenda and update of Register of Interests.**

There were no declarations of interest and no councillor wished to update his or her register of interests.

**10/045 Minutes of the last meeting.**

Minutes of the meeting held on Monday 19<sup>th</sup> April 2010 were circulated, read, confirmed as a correct record and signed by the Chairman.

**10/046 Clerk's Report**

a. **Record of position of boundary stone SZ3 and SZ4.**

A map showing the position of these boundary stones was shown to council. The position of Dartmoor National Park Authority with regard to the matter was discussed, including the views of Mrs J Marchant (DNPA Archaeological Officer).

b. **Matters concerning Moon's Cross stone.**

The clerk had spoken to of Mrs J Marchant (DNPA Archaeological Officer) who had agreed to visit the site and report back to council.

**10/047 Questions from parishioners.**

There were no questions.

**10/048 Correspondence**

- a. **Invitation to a meeting of Dartmoor National Park Authority Forum on Friday 28<sup>th</sup> May 2010.**  
The clerk passed this invitation to councillor Cann.
- b. **Letter from Mr A. Sampson accepting the position of councillor on South Tawton Parish Council.**  
The clerk reported that he had received a letter from Mr A Sampson accepting the position of Parish Councillor.
- c. **Reply from Mr S Dawe (DCC Highways Superintendent) concerning salt bins and pot holes.**  
Council considered this letter and wished the clerk to thank Mr Dawe for his help over these matters. It was noted that the salt bin on the road from Zeal Head to Ford Cross had been moved as wished and that many pots holes had been attended to.

**10/049 Agenda Items for discussion and resolution**

- a. **Cleaning contracts for the Recreation Ground toilets.**  
The chairman (Councillor A White) described the progress that had been made in constructing the contract and training Mr Sanderson in the health and safety aspects of the job. Mr Sanderson had started to clean the toilets on a regular basis from the beginning of May. Council thanked the chairman and clerk for their work. A seconded quotation for the repairs to the toilets block was awaited.
- b. **West Devon Borough Council Proposed Submission Core Strategy and Local Development Framework documents.**  
These documents were presented to council.
- c. **Discuss tasks for parish lengthsman.**  
The list of tasks for the present visit of the lengthsman were discussed.
- d. **Reports from councillors on their parish paths and bridleways survey.**  
Councillors passed their observations and recommendations to the clerk. The Chairman (Councillor A White) asked that those reports outstanding be passed to the clerk.
- e. **Request for funding from the Campaign to Protect Rural England (£29).**  
After discussion is was proposed by councillor Curtis and seconded by councillor Coombs that the Campaign to Protect Rural England be granted £29 for this year.
- f. **Part-Night lighting.**  
The various recent correspondence between the clerk and Mr M D Alesio were read.
- g. **Report from Lead Persons on aspects of development of The Parish Plan.**

	Parish Plan areas	Parish Plan Lead person
<b>B</b>	<b>Communication</b>	<b>Peter Brotherton</b>
<b>C</b>	<b>Crime and Safety</b>	<b>Ray Souness</b>
<b>D</b>	<b>Housing Needs</b>	<b>Julian Pillar</b>
<b>E</b>	<b>Planning</b>	<b>Julian Pillar</b>
<b>F</b>	<b>Transport and parking</b>	<b>Andy White</b>
<b>G</b>	<b>Highways and roads</b>	<b>Bill Cann</b>
<b>H</b>	<b>The environment</b>	<b>Carol Coombs</b>
<b>K</b>	<b>Shopping</b>	<b>Jane White</b>
<b>L</b>	<b>Social Activities</b>	<b>John Darch</b>
<b>M</b>	<b>Services and Facilities</b>	<b>Bryan Woolland</b>

Councillor Pillar outlined the considerable progress that had been made with regard to the local Housing Needs identified in the Parish Plan. Councillor Cann stated that following discussion with representative from WDBC and DNPA he was expecting the proposed site near Cross Park (SZ1) to be reconsidered for 4 or 5 houses.

**10/050 Planning**

- a. **DNPA 0126/10 & 0127/10 (Louise Smith, 6<sup>th</sup> May, 2010). Mr J Bohling, Guildford. Shoestring Cottage, South Zeal. Listing Building Consent and Full Planning Permission.** Demolition of attached stores and workshop and replacement of existing corrugated metal roof over kitchen and bathroom with a new raised slate roof and internal alterations. Provision of pitched slate roof to stone outbuilding. Amended plans. Proposed by councillor Coombs and seconded by councillor Souness, all agreed that council support this application.
- b. **DNPA 0174/10 (Lynn Amos, 21<sup>st</sup> May 2010). Mr A Beacom, Littledown, Zeal Head, South Zeal. Full Planning Permission –Householder.** Two-storey extension to dwelling and formation of a new, widened vehicular access. Proposed by councillor Cann and seconded by councillor Woolland, all agreed that council support this application.
- c. **DNPA 0122/10 (Lynn Amos, 22<sup>nd</sup> April, 2010) Mrs A Tankard, York, for The Linhay, Chilvery Farm, Whiddon Down. Full Planning Permission.** Installation of chimney flue through roof. Modification to application to read "installation of chimney flue."  
The clerk explained the position of DNPA with regard to this application. After deliberation, it was proposed by councillor Cann and seconded by councillor Souness that the council support the advice provided by Dartmoor National Park Authority with regard to this modification. All agreed.

- d. **DNPA 0177/10 (Jon Holmes, 10<sup>th</sup> May 2010). Mr T Diffey for Coopers Ash, Whiddon Down. Full Planning Permission.** Change of use of lean-to shed into office space including alterations. The clerk read submissions from Ms V Shaw, Mrs L Winstanley, Mr R Curtis and Mr S Knox, all of whom expressed concerns over this application. After discussion and further contributions from parishioners it was proposed by councillor Cann and seconded by councillor Sampson that a site meeting be held on Monday 17<sup>th</sup> May at 6pm by a group of 6 or more councillors who would have delegated powers from council to put forward a recommendation. All agreed. The clerk was asked to contact the DNPA case officer responsible for this application and the applicant, to inform them of council's decision.
- e. **DNPA 0183/10 (Jon Holmes, 25<sup>th</sup> May, 2010.) Mrs C Barkwell for Mount Pleasant, South Zeal. Certificate of Lawfulness for an existing use.** Certificate of Lawfulness in respect of use of building as a dwelling house. Mr R Tilley was invited by the chairman (councillor A White) to explain the situation as he understood it. After discussion, it was proposed by councillor Cann and seconded by councillor Souness that council support the conclusions reached by DNPA and that a decision on the use of the property be reached, by enforcement measures if needs be. All agreed.
- f. **DNPA 0902/07 (Christopher Hart, 12<sup>th</sup> May, 2010). Mr D Hassid, The Old Telephone Exchange, South Zeal.** Amended plans relating to the reposition of flue to rear (north-west) elevation. Proposed by councillor Coombs and seconded by councillor Souness, all agreed that council support this amendment.

10/051

**Determination**

- a. **DNPA BB/BM/27/12/3/09/25 (Brian Beasley, 13<sup>th</sup> March, 2010). Mr J Bohling, Guildford. Shoestring Cottage, South Zeal.** Proposed Tree Work. Felling two birch trees. Granted. Trees are not protected with a Tree Preservation Order.
- b. **DNPA 0071/10 ( James Aven, 24<sup>th</sup> March, 2010) Gralerie Woods, South Tawton. Certificate of Lawfulness** for the proposed use for a construction of a store at Gralerie Woods. Description emended on 26<sup>th</sup> February to read;" Certificate of Lawfulness for a proposed development for the construction of a store at Gralerie Woods, South Tawton"  
Refused.
- c. **WDBC 00238/2010 (Laura Batham, unknown date). Mrs. Buhl-Nielson, 9 Langdown Cross, Spreyton. Listed building.** Removal and replacement of 2 windows and secondary glazing to 13 windows. Granted.

10/052

**Accounts**

	Balance brought forward				£ 8,391.90
06-Apr-10	West Devon Borough C	First half of Precept	£ -	£ 5,900.00	£ 14,291.90
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05-May-10	South West Water	For toilet block	£ 56.14	£ -	£ 12,996.85

- a. **Consideration of accounts.**  
Proposed by councillor Cann and seconded by councillor Curtis, all agreed that the monthly accounts be adopted.
- b. **Discussion and adoption of Annual Financial Report for year ending March 31<sup>st</sup> 2010.**  
The clerk introduced the two financial documents that presented the end of year financial statement of the council. Proposed by councillor Darch and seconded by councillor Pillar, the Annual Financial Report was approved by all.
- c. **Presentation and adoption of return to the Audit Commission for the end of year March 31<sup>st</sup> 2010.**  
The clerk presented this document to council. Proposed by councillor J White (Vice Chairman) and seconded by councillor Curtis, the financial aspect of the Annual Return to the Audit Commission for 31<sup>st</sup> March 2010 was approved by all and signed by the Chairman (Councillor A White).
- d. **Presentation and adoption of Annual Governance statement for the year ending March 31<sup>st</sup> 2010.**  
The clerk drew councillors' attention to the Governance Statement copies of which were distributed to council. He explained several points within this. Proposed by councillor Sampson and seconded by councillor Souness, the Annual Governance statement was approved by all and signed by the Chairman (Councillor A White).

The Chairman (councillor A White) adjourned the meeting at 9.15pm.

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The Chairman (councillor A White) adjourned the meeting at 9.15pm.