

MINUTES OF THE MEETING OF THE ANNUAL MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE TOWN HALL, SOUTH MOLTON ON TUESDAY 19 MAY 2015 AT 7.00pm

Present: In the Chair: Town Mayor Cllr S. W. Lock
 Cllr Miss. S. Bush Cllr M. Bushell
 Cllr M. Cornelius Cllr Mrs J. H. Foster
 Cllr D. J. Goodman Cllr M. J. Kingdon
 Cllr Ms T. Lewis Cllr Mrs C. Lock
 Cllr M. F. Way Cllr D. J. Worden

In Attendance: Mr A. C. Coates – Acting Town Clerk
 Mrs P. A. Miller – Town Clerk's Assistant

1/15 **NOMINATION AND APPOINTMENT OF MAYOR FOR 2015/2016 MUNICIPAL YEAR**

It was RESOLVED that Cllr D. Goodman be the Mayor of South Molton for the 2015/2015 municipal year.

Cllr Goodman took the chair and gave a vote of thanks to the retiring Mayor, Cllr S. Lock. Cllr Goodman hoped that members of the Town Council would work together to present a united front.

2/15 **DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN/MAYOR**

Cllr Goodman read out the above and the document was signed and witnessed by the Acting Town Clerk.

3/15 **NOMINATION AND APPOINTMENT OF DEPUTY MAYOR FOR THE 2015/2015 MUNICIPAL YEAR**

There were two nominations for the position of Deputy Mayor and following a paper ballot it was RESOLVED that Cllr Mrs C. Lock be appointed as Deputy Mayor of South Molton for the 2015/2016 municipal year.

4/15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Moore.

5/15 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

6/15 **DECLARATIONS OF INTEREST**

Nil.

7/15 **APPOINTMENT OF COMMITTEES 2015-2016**

Members noted a report compiled by the Town Clerk's Office with suggestions for reducing the number of Sub-Committees and to limiting the membership to a maximum of eight. It was RESOLVED that only the three main committees of Planning, Finance and Staff and two sub-committees titled Amenity Areas

Continued ...

Sub-Committee and Policy, Procedures & Strategy Sub-Committee are set up as follows:

- a) (i) **Planning Committee** - RESOLVED that membership consists of Cllrs Bush, Bushell, Cornelius, C. Lock, S. Lock, Moore, Worden & Mayor ex officio
- (ii) RESOLVED that Cllr Bush be elected as Chairman.
- (iii) RESOLVED that Cllr C. Lock be elected as Vice Chairman.
- b) (i) **Finance Committee** - RESOLVED that membership consists of Cllrs Bush, Bushell, Cornelius, Foster, Kingdon, Lewis, C. Lock, S. Lock, Way & Mayor ex officio
- (ii) RESOLVED that Cllr Way be elected as Chairman.
- (iii) RESOLVED that Cllr C. Lock be elected as Vice Chairman
- It was also RESOLVED to alternate the times of meetings of the Finance Committee meetings to be held every second Monday of the month; times being 8.30am and 6.30pm. Cllr S. Lock wished to have it minuted that he voted against this resolution.
- c) (i) **Staff Committee** - RESOLVED that membership consists of Cllrs Cornelius, Kingdon, Lewis, C. Lock, Moore, Way & Mayor ex officio
- (ii) RESOLVED that Cllr Moore be elected as Chairman
- (iii) RESOLVED that Cllr Kingdon be elected as Vice Chairman
- d) **Amenity Areas Sub-Committee** – RESOLVED that membership consists of Cllrs Bush, Bushell, Cornelius, Foster, Kingdon, Lewis, Moore, Way, Worden & Mayor ex officio
- e) **Policy, Procedures & Strategy Sub-Committee**
RESOLVED that membership consists of Cllrs Cornelius, Foster, C. Lock, S. Lock, Moore, Worden & Mayor ex officio

8/15 **TO CONSIDER THE POWERS OF COMMITTEES**

It was RESOLVED that the Planning, Finance and Staff Committees should have full powers to act and that the two Sub-Committees make recommendations to the full Town Council.

9/15 **MEMBERS TO WHOM TOWN CLERK CAN REFER IN MATTERS OF URGENCY**

It was RESOLVED that in matters of urgency the Town Clerk refers to the Mayor, Deputy Mayor and the Chairman of the Finance Committee.

Continued ...

10/15 **APPOINTMENT OF REPRESENTATIVES**

- RESOLVED that the following appointments be made:
- South Molton Tourist Association Cllr Worden
- Devon Association of Local Councils – Larger Council Sub-Committee
Cllr Goodman
- Devon Association of Local Councils Cllr Bushell
- South Molton Twinning Association Cllr Lewis
- South Molton Business Association Cllrs Goodman & Moore
- Crime Prevention Panel Cllrs Bushell, S. Lock, Moore & Worden
- Tree Warden Cllr Foster
- South Molton Municipal Charities (Trustees)
Mr M. Smale
Mr S. White
Cllr Way
Cllr S. Lock
- Pathfields Business Forum Cllr Bush
- Friends of Community Woodland Group Cllr Foster
- South Molton Community Sports & Physical Activity Network (SMCSPAN)
Cllrs Bushell, Goodman & Worden
- Royal British Legion – South Molton Branch
Cllr Moore
- South Molton and District Museum Management Group
Cllrs C. Lock & Kingdon
- South Molton Cottage Homes Trustees Mr S. White & Mr C Squire (It was noted that no further nomination was required until May 2018)
- The PIP Centre Cllr Goodman
- The South Molton & District Licensees Association
Cllr Moore
- South Molton & District Volunteer Bureau
Cllr Foster

There being no further business the meeting closed at 7.48pm.

Chairman

Date

22/15 **ELECTION OF DALC COUNTY COMMITTEE 2015-2019**

Members noted that an invitation had been received for the Town Council to nominate a suitable person to the above committee. It was RESOLVED that Cllr Bushell be nominated as a member of the DALC County Committee 2015-2019.

23/15 **ACTING TOWN CLERK’S REPORT TO MEMBERS**

1. The Outdoor Gym Equipment in Central Park was now up and running and the Council is trying to arrange a Training Session and official opening.
2. The Scaffolding on the Town Hall should be down by next Wednesday.
3. Linden Homes and Gunswell Lane is to be completed this Friday. No Schedule of Works have yet been agreed.
4. The planning application for the new Community College will be on the agenda for the next Planning Committee meeting on 23 June 2015 and all plans can be viewed in the Town Clerk’s office at the Amory Centre.
5. The YMCA have now taken over the Youth Resource Centre and the Town Council has no further liability for this building.
6. PPB4 – All other landowners have now agreed to participate with South Molton Town Council in the planning application for the employment land (Bucknells land).
7. A full survey is in progress on 1 East Street.
8. The next edition of the Town Council’s Newsletter will be available this Thursday and will be distributed in the North Devon Gazette next week.
9. Members are reminded that a Councillor Training Course is being held at the Guildhall, Barnstaple on Saturday 20 June 2015 and that a Code of Conduct Course is being held on 29 May 2015 at the Civic Centre at 10.00am.

24/15 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) No representatives reported to members.
- b) Cllr Worden confirmed that the Conservatives have taken control of the District Council and Cllr Des Brailey has been elected as Leader. Cllr Moore reported that the RBL have seven new members and that the South Molton branch was flourishing .
- c) No Police were in attendance.
- d) Cllr Yabsley was not in attendance.

There being no further business the meeting closed at 7.15pm.

Chairman

Date

**MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD
IN THE TOWN HALL, SOUTH MOLTON ON TUESDAY 23 JUNE 2015 AT 7.00pm**

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr Miss. S. Bush Cllr M. Bushell
Cllr M. Cornelius Cllr Mrs J. Foster
Cllr M. J. Kingdon Cllr Ms T. Lewis
Cllr Mrs C. Lock Cllr S. W. Lock
Cllr E. J. Moore Cllr M. F. Way
Cllr D. J. Worden

In Attendance: Mr A. C. Coates – Acting Town Clerk

25/15 APOLOGIES FOR ABSENCE

Nil

26/15 DECLARATIONS OF INTEREST

Nil.

27/15 CHAIRMAN'S ANNOUNCEMENTS

The Mayor informed members of the public of a notice displayed stating that this meeting can and may be recorded.

The Mayor advised that an invitation had been received from Revd Michael Clothier to attend 'The Solemnity of St Benedict' on Saturday 11 July 2015 at noon. Any member would be most welcome.

28/15 PUBLIC PARTICIPATION

A member of the public raised concerns regarding the positioning of banners on the Pathfields Business Park roundabout and the individual considered that surrounding parishes should be given permission to advertise on this site. It was agreed that this item be placed on the agenda of the next Town Council meeting for further discussion.

An enquiry was made regarding the scaffolding on the corner of Barnstaple Street and King Street and the Acting Town Clerk advised that he had received some information that afternoon which was that works on the building should be commencing in two weeks time for a duration of approximately two months. Any further information will be reported at the next meeting.

Cllr Yabsley was asked by the Chairman if he wished to speak at this stage. Cllr Yabsley spoke about the proposed boundary changes and stated that he had expressed his dissatisfaction and a letter had been written to the Local Government Bounday Commission to this effect.

Cllr Bushell asked Cllr Yabsley about the poor state of the road outside of the Fire Station in North Street, Cllr Yabsley informed that he was waiting for a response from the Highways Officer. This will be discussed further at the next meeting.

Continued ...

29/15 **APPROVAL OF MINUTES**

Annual Meeting of Town Council 19 May 2015

It was RESOLVED that these minutes be approved.

Town Council 19 May 2015

It was RESOLVED that these minutes be approved.

Annual Town Meeting 26 May 2015

It was RESOLVED that these minutes be approved.

Town Council 26 May 2015

It was RESOLVED that these minutes be approved.

30/15 **PRAYERS AT COUNCIL MEETINGS**

Members noted that as from 26 May 2015 new provisions to the Local Government 1972 Act confers discretionary powers on councils to include Prayers within an agenda. It was RESOLVED that South Molton Town Council will exercise this power. Cllr Lewis voted against this proposal.

31/15 **CEMETERY EXTENSION**

Members noted a report from the Acting Town Clerk along with a plan for providing hard surface paths in the Cemetery Extension. Three quotes had been received and it was RESOLVED to accept the quote from Alan Dart Groundworks Ltd in the sum of £27680.00. Cllr Bushell asked for the Acting Town Clerk's assurance that there were sufficient funds to pay for this following his email sent in October 2014 regarding future Capital Expenditure. The ATC replied that a further £344,000 was due in soon which well covered the amount required for the above works.

32/15 **GENERAL POWER OF COMPETENCE**

Members noted a report from the Acting Town Clerk in respect of the above. It was RESOLVED that this be agreed as South Molton Town Council is qualified to use the GPOC by virtue of having over two thirds elected councillors and that the Clerk holds the Certificate in Local Council Administration, including the 2012 CILCA module on the General Power.

33/15 **SOUTH MOLTON SWIMMING POOL**

The Acting Town Clerk was recommending that four members be nominated in order to take the current problems with the swimming pool further and to report back to full council in due course. It was RESOLVED that a group consisting of Cllrs Bushell, Moore, Cornelius, Way and Worden is set up and a meeting will be arranged in due course.

34/15 **ACTING TOWN CLERK'S REPORT TO MEMBERS**

1. Town Hall Roof – Due to questions posed by English Heritage the Town Clerk's Office had decided to put these works back to March/April 2016 which has now been blanked out for Town Hall bookings. A temporary repair will be carried out by our Maintenance staff to stop any leaks during the winter.

Continued...

- 2. Meeting with Cllr Brailey and Cllr Mansell – the ATC and the Mayor had met regarding the Central Car Park and further negotiations will be taking place to progress this further.

35/15 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) No representatives reported to members.
- b) No matters were raised by the District Councillors.
- c) No matters were raised by the Police
- d) Cllr Yabsley had reported to members earlier in the meeting.

There being no further business the meeting closed at 7.55pm.

Chairman

Date

MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE TOWN HALL, SOUTH MOLTON ON TUESDAY 28 JULY 2015 AT 7.00pm

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr M. Cornelius
Cllr Mrs J. Foster Cllr M. J. Kingdon
Cllr Mrs C. Lock Cllr S. W. Lock
Cllr E. J. Moore Cllr M. F. Way
Cllr Mrs S. Yeo

In Attendance: Mr A. C. Coates – Acting Town Clerk

36/15 **PRAYERS**

The meeting was opened in prayer by the Mayor’s Chaplain Rev Michael Grandey.

37/15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Lewis and Worden.

38/15 **DECLARATIONS OF INTEREST**

Nil.

39/15 **CHAIRMAN’S ANNOUNCEMENTS**

The Chairman informed members of a meeting held last week at Bideford Town Council where it was suggested that all councils should sign a letter opposing the closure of community beds in North Devon. The Acting Town Clerk read out the suggested letter detailing the various points highlighted at the meeting..

40/15 It was RESOLVED that Standing Orders be suspended.

41/15 It was RESOLVED that the Mayor signs the suggested letter on behalf of South Molton Town Council.

42/15 It was RESOLVED to re-instate Standing Orders.

43/15 **PUBLIC PARTICIPATION**

No items were raised by members of the public.

Cllr Yabsley reported on the following items:

Picnic Areas on the link road – these had now been let on 10 year tenancies.

North Street – the road by the Fire Station is being looked at by Highways

Recycling Centre – will be re-opened as soon as possible. DCC are in negotiation with a temporary tenant.

Neighbourhood Plan – suggested that this may be something that South Molton Town Council should look at in the future.

Continued ...

44/15 **APPROVAL OF MINUTES**

Town Council 23 June 2015
It was RESOLVED that these minutes be approved.
Town Council (Mayor Choosing) 1 July 2015
It was RESOLVED that these minutes be approved.

45/15 **ADOPTION OF COMMITTEE MINUTES**

Policy Committee 9 May 2014
It was RESOLVED that these minutes be approved and their recommendations be adopted.
Central Park Working Group 11 February 2015
It was RESOLVED that these minutes be approved and their recommendations be adopted.
Pannier Market Sub-Committee 26 February 2015
It was RESOLVED that these minutes be approved and their recommendations be adopted.
Swimming Pool Working Party 11 March 2015
It was RESOLVED that these minutes be approved and their recommendations be adopted.

46/15 **DOCUMENTS FOR EXECUTION**

It was RESOLVED that the following documents be signed by the Mayor and Deputy Mayor and witnessed by the Acting Town Clerk.
Exclusive Right of Burial – Plot P031 – Mr Philip Moule, 1 Artisans Dwellings, South Molton, EX36 4AU
Exclusive Right of Burial – Plot M1603C – Mr Richard Slee, Clover Cottage, Alswear Old Road, South Molton, EX36 4LB

47/15 **1 EAST STREET**

Members noted a report from the Acting Town Clerk detailing estimated costs for the conversion of the top floor at 1 East Street into a residential flat. It was RESOLVED that further investigations are made regarding this proposal and that full details are presented to members in due course for a final decision.

48/15 **QUEENS BIRTHDAY**

The Mayor was suggesting that consideration is given to organising an event to celebrate the Queen's 90th Birthday in 2016. It was RESOLVED that a Working Party be formed consisting of Cllrs Bushell, Goodman and Yeo. It was suggested that the Town Council writes to other organisations within the town requesting their ideas.

49/15 **BANNERS**

Members noted a report from the Acting Town Clerk regarding advertising on the fence at the Pathfields roundabout. It was RESOLVED that we continue to allow local events to be organised and that we also allow advertisements to be placed at the back of and in the Pannier Market.

Continued ...

50/15 **ACTING TOWN CLERK'S REPORT TO MEMBERS**

1. Firework display – now scheduled for 27 November 2015 to coincide with the Christmas lights switch on with Radio Devon hopefully doing an outside broadcast.
2. North Street near Fire Station – we will be asking the Fire Station to write to the Council regarding the state of the road
3. Swimming Pool – this now has four trustees and hopefully another to be appointed next week which would bring the Trust up to the required number.
4. Pathfields Business Park Phase 4 – the Councillors are awaiting confirmation of the grant (Unlocking Growth Fund) of £2.65m. There is to be a meeting with the other landowners next week and an informal meeting of Councillors the week after to come to an agreement on the ransom percentage. It was mentioned that it is not viable to sell the 5 acres around Mole Valley yet because if we get the grant the Council can sell the 5 acres as service land and receive more money per acre.
5. Community Woodlands – all the new paths have been completed together with the bridleway.
6. Grass cutting – should be done this week and we will be increasing the cutting to include North Street pavements, the Woodlands paths, near Exmoor View, Maclins Quarry area and Nadder Meadow.

51/15 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Foster – Friends of the Community Woodlands – a joint event with the Community Gardens was held last week which went well.
A meeting of the Volunteer Bureau had also been attended which had gone well.
- b) No issues were raised by North Devon Councillors.
- c) No Police were in attendance to report to members.
- d) Cllr Yabsley had reported earlier in the meeting.

There being no further business the meeting closed at 7.46pm.

Chairman

Date

MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE TOWN HALL, SOUTH MOLTON ON TUESDAY 22 SEPTEMBER 2015 AT 7.00pm

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr M. Cornelius
Cllr Mrs J. Foster Cllr Mrs C. Lock
Cllr S. W. Lock Cllr E. J. Moore
Cllr M. F. Way Cllr Mrs S. Yeo
Cllr D. J. Worden Cllr Ms T. Lewis

In Attendance: Mr A. C. Coates – Town Clerk
Miss E. Langley-Bunce - Assistant

52/15 **PRAYERS**

The meeting was opened in prayer by the Mayor's Chaplain Rev Michael Grandey.

53/15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Kingdon.

54/15 **DECLARATIONS OF INTEREST**

Nil.

55/15 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman announced that Emilia Langley-Bunce was attending the meeting to take Minutes for the Town Clerk and that she was on Work Experience with the Council.

The Chairman also asked that Public Participation agenda item 5 be moved until after agenda item 7 to accommodate questions regarding Lamaton Park. Cllrs agreed to this.

56/15 **SOUTH MOLTON COMMUNITY COLLEGE**

Mr Phillip Norman addressed members regarding his proposal to make a visual recording of the rebuilding of the South Molton Community College. He informed members he was applying for lottery funding on this project, but he asked that the Town Council and the Museum support his application. Cllrs agreed to support this project with the goodwill of the Town Council.

57/15 **LAMATON PARK, SOUTH MOLTON**

The following Trustees were present to discuss the proposed renovation of Lamaton Park:

S. White (Cottage Homes)
L. Winter (Cottage Homes)
M. Sellick (North Devon Homes)
S. Snooks (North Devon Homes)

Continued...

Steven White outlined the proposed plans regarding Lamaton Park and North Devon Homes. He informed members that the eight Cottage Homes were now 85 years old and the new plans would accommodate ten homes which would all be disabled persons friendly. The building timescale (should funding be available) will be approximately eighteen months and during that period all residents would be re-homed at no cost to them. A decision regarding whether the funding proposal has been accepted, is anticipated to be released at the end of October 2015. Steven White also mentioned that access under the new plans would be on to Alswear Road at which point it was suggested this might be a problem with Highways. The Trustees stated that they were still in negotiation with Highways on this subject.

With regard to the relationship between Cottage Homes and North Devon Homes, Steven White explained that Cottage Homes was using their expertise in managing residents' maintenance issues.

The Trustees also handed out examples of recent builds by North Devon Homes in the area.

There then followed a question session by Cllrs in which trustees from both Cottage Homes and North Devon Homes explained their points of view regarding the possible future development of Lamaton Park.

58/15 **PUBLIC PARTICIPATION**

The following items were raised during Public Participation:

A resident of Cottage Homes, Lamaton Park stated that conditions in her dwelling were far from satisfactory and that she would be willing to move out for the renovation period.

A neighbouring resident in Aclands questioned why there had been no consultation with themselves regarding the future development of Lamaton Park.

A proposed house vendor in the neighbouring area raised concerns that her property sale was in jeopardy due to the planned reconstruction of Lamaton Park.

Cllr Moore raised concerns about the amount of loose paving slabs around the town. The Town Clerk reported that he had informed Devon County Council about this issue and was still seeking a response from them.

Cllr Bushell mentioned the issue of the accident in the Pannier Market with two members of the public involving a Mobility Scooter. The Town Clerk replied that the incident had been reported to the Police and that the Police had spoken to the offenders. Cllr Bushell wondered whether a policy should be adopted with regard to this and the Town Clerk stated he was concerned about possible discrimination issues.

59/15 **APPROVAL OF MINUTES**

Town Council

28 July 2015

It was RESOLVED that these minutes be approved.

Continued...

60/15 **DOCUMENTS FOR EXECUTION**

It was RESOLVED that the following documents be signed by the Mayor and Deputy Mayor and witnessed by the Town Clerk.

Exclusive Right of Burial – Plot P022 – Mrs Betty May Vivien Gross,
Gullacombe, Station Road, South Molton, EX36 3EA.

Exclusive Right of Burial – Plot P023 – Mr Kevin Andrew & Mrs Carol Ann
Rendle, 9 Paramore Way, South Molton, EX36 4BW.

61/15 **STANDING ORDERS**

It was RESOLVED that the revised Standing Orders be approved and adopted.

62/15 **SOUTH MOLTON COMMUNITY COLLEGE GOVERNING BODY**

Following discussion, Cllr Cornelius expressed an interest in the position of Community College Governor and members agreed that, subject to his acceptance of the post, the Council would support his nomination for the above position.

63/15 **IMMIGRANT CRISIS**

Cllr Worden outlined his concerns about the immigration crisis in Europe and asked members if they had any views on how the situation could be addressed here in South Molton. Cllr Lewis asked whether North Devon Council had an action plan at the moment. The Town Clerk then read out a statement from Des Brailey, leader of NDC which clearly stated that people wishing to help should wait for information from NDC on how they could best assist.

64/15 **TOWN CLERK'S REPORT TO MEMBERS**

1. Recycle bins: Quotes are being obtained for the possible location of bins in South Molton. These quotes will be brought back to the Council for consideration as to whether the Town Council takes over responsibility for the bins.
2. New Cemetery paths: These have now been finished and the Town Clerk is pleased with the end result.
3. Swimming Pool: The Town Clerk stated he would be doing the Swimming Pool accounts for the year ended 31st March 2015 and a meeting has been arranged with the accountants Davisons next week together with the Trustees.
4. Sleepover in the Pannier Market: The Town Clerk asked if there were any more volunteers. He stated that some Cllrs and himself were participating in the event and hoped it would be a successful night.
5. Scaffolding around the Town Hall: the Town Clerk was asked when the building works on the Pannier Market and Town Hall roof would commence; he replied that this would be next March/April and that he would update members in his next weekly report.

65/15 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Foster – Friends of the Community Woodland – The annual mowing had been completed and that raking would commence next Monday.
Cllr Lewis – South Molton Twinning – There was a walk on August 5th. Future events:
24th October 2015 – Slideshow in the Church Hall
11th December 2015 – Christmas meal at Stumbles
Annual French visit in May 2016.
Cllr Bushell went to a meeting of DALC whereby the Chair and Vice Chairman were elected; Cllr Bushell was elected Vice Chair. Cllr Moore congratulated Cllr Bushell on his appointment. Cllr Bushell also mentioned the DALC AGM and it was suggested that the Mayor and Town Clerk attend this event.
Cllr Worden attended a Crime Prevention panel meeting at which the new formula for funding was discussed. Tony Hogg the Police Commissioner has already lodged a protest about it which could mean the loss of 1000 jobs.
- b) Nothing to report.
- c) Graham James reported that crime statistics were in decline in the area. The Police were focussing on Crime Prevention. Graham also mentioned the Mobility Scooter incident in the Pannier Market and stated that as it was on privately owned land, it did not fall under the Road Traffic Act.
- d) Nothing to report.

66/15 It was RESOLVED under the provision of the public bodies (Admissions to meetings) Act 1960, the public and press be excluded because publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted.

68/15 It was RESOLVED that the meeting return to open session.

There being no further business the meeting closed at 9.10pm

Chairman.....

Date.....

MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD IN
THE TOWN HALL, SOUTH MOLTON ON TUESDAY 27 OCTOBER 2015 AT 7.00pm

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Cornelius Cllr Mrs J. Foster
Cllr M. J. Kingdon Cllr Ms T. Lewis
Cllr Mrs C. E. Lock Cllr S. W. Lock
Cllr E. J. Moore Cllr D. J. Worden
Cllr Mrs S. Yeo

In Attendance: Mr A. C. Coates – Town Clerk
Miss E. Langley-Bunce - Assistant

69/15 **PRAYERS**

The meeting was opened in prayer by the Mayor's Chaplain Rev Michael Grandey.

70/15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Way and Bushell due to Cllr Bushell attending a NALC conference in Birmingham.

71/15 **DECLARATIONS OF INTEREST**

The following declaration of interest was read out:
Cllr Goodman – Personal Interest – Item 9 – I do study family history and have used the Records Office

CHAIRMAN'S ANNOUNCEMENTS

72/15 The Chairman announced that there would be a meeting at 7pm in the Amory centre on the 28 October 2015 to set up a Community Coordinator. The Rotary Club, Lynne Winter and Cllr Goodman are aiming to set up an Elderly Residents Helpline and invite any interested parties to attend.
The Chairman also reminded Cllrs that the Mayor's Charity Dinner Dance event was coming up soon and that any prizes that could be provided, the Mayor would be very grateful.

73/15 **PUBLIC PARTICIPATION**

No matters were raised by members of the public.

74/15 **APPROVAL OF MINUTES**

Town Council 22 September 2015
Minute number 57/15 Lamaton Park, South Molton – Where 'Trustees' were mentioned, it should have read 'Trustees and Personal Representatives'. Additionally a line is to be inserted on this minute number to read – "The majority of residents are opposed to the Lamaton Park redevelopment scheme".

Continued ...

75/15 **ADOPTION OF COMMITTEE MINUTES**

It was RESOLVED that the following minutes be approved and their recommendations be adopted:

Community Buildings Sub-Committee	7 May 2014
Pathfields Business Park Phase 4 Sub-Committee	4 June 2014
Parish Emergency Plan Working Party	27 November 2014
Community Woodlands Extension & Recreational Working Party	10 December 2014

76/15 **DOCUMENTS FOR EXECUTION**

It was RESOLVED that the following document be signed by the Mayor and Deputy Mayor and witnessed by the Town Clerk:

Exclusive Right of Burial – Plot P024 – Mrs Lorraine Greenslade, 7A Queen Street, South Molton, EX36 3BJ

77/15 **NORTH DEVON RECORDS OFFICE**

Two members of the South Molton Archive society (Veronica Johnston and Shirley Bray) addressed members regarding the potential transfer of records from Barnstaple to Exeter. They informed members of the records that were kept at the Barnstaple Office which included several types of historical documents relating to South Molton and outlined their concerns about the effect of moving the records to Exeter would have on people interested in archive history.

It was RESOLVED that a contribution of £1000 be awarded to fund the short term funding gap until the end of March 2016

Cllr S. Lock, M. Kingdon and J. Moore voted against the resolution.

78/15 **SOUTH MOLTON CEMETERY**

A copy of a letter from Mrs Mason requesting kerbing and a surround for her mother's grave was considered by members and it was RESOLVED that this request be refused due to the fact that a similar request was refused in 2011.

79/15 **DART PARK ALLOTMENTS**

A request was made for a Greenhouse measuring 8' x 6' on an allotment at Dart Park for consideration.

It was RESOLVED that this request be accepted since other similar requests have been approved.

80/15 **TOWN CLERK'S REPORT TO MEMBERS**

1. The Mixed Usage recycle bins will be put in the Lorry Park next Monday.
2. The car park behind the Amory Centre is now open.
3. Pathfields Business Park 4 is awaiting quotes for Traffic Assessments for planning.

Continued ...

4. Matt Ray and Steve Gutridge have successfully passed their three day 'Streetworks' course, enabling them to work on the pavements in South Molton.
5. Flat 1 East Street: Quotes have been received and costings will be brought to the next Council Meeting.
6. The tree has been removed from the pond at the Recreation Ground and advice is being sought on whether to remove the Parrot Weed.
7. An email has been sent to Waitrose about whether they would be interested in a supermarket in South Market after pulling out of Torrington. The Development Director is due to contact the Town Clerk with further information.
8. Information boards for the South Molton Community Woodland will be delivered this week.
9. A new board will be going up in the Pannier Market to display information about the Town Council and Displays.
10. Advice has been sought about the brown stains in the Town Hall, the Architect stated that they would be painted over at the end of the Defects Period, which should end in June/July 2016.

Members expressed concerns over the size of the disabled parking space size and the Town Clerk confirmed that this issue had been raised.

The Town Clerk also confirmed that although the pavement work could now be completed by South Molton Town Council staff, payment would still be claimed from Devon County Council.

Cllr Moore also expressed his gratitude for the efforts that the Town Clerk put into sorting the recycling bins, he further expressed his concerns about the placement of the ticket machine and that residents hadn't been consulted over the positioning of it.

Cllr Cornelius asked the Town Clerk about whether the brown stains would return after being repainted, to which the Town Clerk replied that he had been assured by the Architect that the condition of the paint should not result in them reappearing.

81/15 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Goodman attended a Devon County Council, Parish and Town Councils meeting about roads. It was proposed at that meeting that parishes should purchase one set of road signs to share to spread the costs involved. November 11th 7pm Brynsworthy – North Devon County Council, Parish and Town Council meeting.

Cllr Worden attended a Crime Prevention panel meeting at which there were two new members present as a result of a letter that Cllr Worden sent to the surrounding Parishes. He reported that crime statistics were down for the month of September this year. In regard to the forthcoming funding cuts, he also confirmed that South Molton would be keeping its Police Station but that North Devon would be reorganised.

- b) Nothing to report.

Continued ...

- c) Graham James sent apologies for his absence.
- d) Nothing to report.

There being no further business the meeting closed at 7:50pm

Chairman.....

Date.....

MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD IN
THE TOWN HALL, SOUTH MOLTON ON TUESDAY 24 NOVEMBER 2015 AT 7.00pm

Present: In the Chair: Town Mayor Cllr D. J. Goodman
 Cllr M. Bushell Cllr M. Cornelius
 Cllr M. J. Kingdon Cllr Ms T. Lewis
 Cllr Mrs C. E. Lock Cllr S. W. Lock
 Cllr E. J. Moore Cllr M. F. Way
 Cllr D. J. Worden Cllr Mrs S. Yeo

In Attendance: Mr A. C. Coates – Town Clerk

82/15 **PRAYERS**

The meeting was opened in prayer by the Mayor's Chaplain Rev Michael Grandey.

83/15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Foster.

84/15 **DECLARATIONS OF INTEREST**

Nil.

85/15 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reported that the Mayor's Charity Dance raised £1,400 this year which was a great result.

The NALC conference is to be held on 3 December in London and the Chairman stated that he would not be able to attend. If any members are interested in attending they should contact the Town Clerk.

86/15 **PUBLIC PARTICIPATION**

Cllr Moore stated that the rents and maintenance of Cottage homes now seemed to be under the control of North Devon Homes and he was concerned that Cottage Homes could be subsumed and transferred into North Devon Homes which would be a loss to the Town. It was suggested that the Town Clerk write to the Trustees of Cottage Homes expressing the Council's concerns if this were to occur.

Cllr Yabsley was asked if he would like to report on any outstanding issues and also take questions from Councillors.

Cllr Yabsley reported that he was still trying to sort out the problems with the road surface in North Street outside of the Fire Station but that he had not yet obtained confirmation that it will be actioned. He also reported that the Local Plan was now being submitted.

After a question about the future of school crossing attendants, Cllr Yabsley stated that it was not a statutory duty of the County Council and that he would come back with more information about this issue.

Continued ...

Other issues that were raised included the following:

That there were no street lights part way up North Road.

Concerns about the Pedestrian Crossing by the new Junior School.

Concerns that the traffic routing system for the fire brigade had been changed which may lead to fire engines being sent on longer routes

Cllr Yabsley stated that he would look into these issues but that the Council should ask the Fire Brigade to come and discuss the issue of the routing system at a Council Meeting.

87/15 **APPROVAL OF MINUTES**

Town Council 27 October 2015

It was RESOLVED that these minutes be approved.

88/15 **E-CIGARETTES**

Cllr Moore declared a DPI at this point the reason given that he was a non-smoker and left the room.

After a discussion of the pros and cons of e-cigarettes it was RESOLVED that no policy regarding e-cigarettes be adopted for the public and councillors.

Cllr Moore re-joined the meeting.

89/15 **DOCUMENT FOR EXECUTION**

It was RESOLVED that the following document be signed by the Mayor and Deputy Mayor and witnessed by the Town Clerk:

Exclusive Right of Burial – Plot M1603D – Mr Anthony Ashdown, 6 Deans Park, South Molton.

90/15 **TOWN CLERK'S REPORT TO MEMBERS**

1. Letter from South Molton Community School was read out which thanked Councillors and the Council for the support given to their event in the Woodland on Sunday 8 November.
2. The figures and quotes for the proposed flat at 1 East Street were supposed to be on this agenda but due to staff sickness had been postponed until the next Full Council Meeting.
3. At the Policies Committee meeting held last week it was decided to ask Councillors at the Full Council Meeting to volunteer to form a Working Party to help with the creation of a Strategic Plan for 2015-2020. Cllrs Cornelius, Worden and Bushell agreed to form this Working Party.
4. Pathfields Business Park 4 - the Town Clerk and the Land Agent are still awaiting the final quote for the Traffic Assessment and Surface Water report needed for the outline planning.
5. The valuation of the Pathfields Land should be completed by the District Valuer by the end of the following week.

Continued ...

6. The Budget meeting will be held in January and the Clerk asked for Cllrs to let him know if they wanted any additional items to be included in the budgets.
7. Woodland signs - these had now been erected and the swings and slides are to be installed this week depending on the weather.
8. The Town Hall clock has broken and the clock repair man will be letting us know what repairs are needed together with a quote.
9. BMX Track - Final quote for this has been received for this and the Clerk will be bringing this item to the Amenities Meeting in due course.
10. Amory Centre - A TV has been purchased to advertise and promote Council and associated forthcoming events.
11. Lamaton Park - A meeting of residents was held on Monday 23 November whereby it was reported that the funding for the new site there had not yet been agreed and that the Cottage Homes and existing road Lamaton Close will stay as they are for two to three years.
12. Cllrs are invited to a buffet in the Town Hall on Friday 27 November before the Xmas light switch on where they can meet the Radio Devon team.

91/15 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Cornelius reported that he attended a meeting of the Governors of the Community College .
Cllr Bushell reported that he had attended the DALC AGM on 15 October at which the Mayor and Town Clerk were also present. This included talks on Neighbourhood Planning, Coastal Communities Projects and the Community Right to Cluster.
Cllr Bushell also attended the South West Regional Conference which included a topic on Good Council Governance.
Cllr Bushell also reported on the NALC Annual Conference held in Birmingham which included talks by the Communities Minister Marcus Jones MP and also the leader of Birmingham City Council.
Cllr Goodman had attended the Resilience Forum on 10 November which included information on Emergency Plans.
- b) Cllr Worden reported that progress had been made at a recent Sports Hub Meeting but that at this stage no more could be discussed.
Cllr Worden also mentioned that tomorrow there was a Motion being put forward at NDC regarding Housing and the Government's proposals for the Right to Buy. They will be asking that rural areas and smaller Councils be given the authority to do things differently with regard the Right to Buy and also authority over the proposed legislation regarding Affordable Homes and Starter Homes.
- c) There were no police present to report on matters.

Continued ...

- d) Cllr Yabsley was not present at this stage but had previously reported under Public Participation at the Chairman's request.

There being no further business the meeting closed at 7.57pm

Chairman.....

Date.....

MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD IN
THE TOWN HALL, SOUTH MOLTON ON TUESDAY 8 DECEMBER 2015 AT 7.00pm

Present: In the Chair: Town Mayor Cllr D. J. Goodman
 Cllr M. Bushell Cllr M. Cornelius
 Cllr M. J. Kingdon Cllr Ms T. Lewis
 Cllr Mrs C. E. Lock Cllr S. W. Lock
 Cllr E. J. Moore Cllr M. F. Way
 Cllr D. J. Worden Cllr Mrs S. Yeo

In Attendance: Mr A. C. Coates – Town Clerk

92/15 **PRAYERS**

The meeting was opened in prayer by Cllr Worden.

93/15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Foster.

94/15 **DECLARATIONS OF INTEREST**

The following declarations of interest were read out by the Town Clerk:
Cllr Bushell – Personal Interest – Item 10 – Friend of tradespersons
Cllr Lewis - DPI – Item 10 – Tenant of 1 East Street

95/15 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman commented that all events organised over the previous two weekends, including the Church Festival and the Flea Market were well attended and successful and that the town should be proud of what has been achieved.

Cllr Way asked Councillors if they would be interested in a 'bonding' evening at the Ten Pin Bowling Centre in Barnstaple. If any member is interested then please contact the Town Clerk.

96/15 **APPROVAL OF MINUTES**

Town Council 24 November 2015

Minute No 90/15 should read "letter from South Molton Community Primary School" to avoid confusion. With this amendment it was RESOLVED that these minutes be approved.

97/15 **ADOPTION OF COMMITTEE MINUTES**

It was RESOLVED that the following minutes be approved and their recommendations be adopted:

Amenity Areas Sub-Committee 3 September 2015

Policy, Procedures & Strategy Sub-Committee 25 September 2015

Continued ...

As Cllr Yabsley had to leave to attend another meeting it was agreed that he reports to members.

He reported that the road at North Street, which was in need of repair, was now on the purchase order list.

He also reported that a press release regarding a school crossing patrol consultation had been circulated to the Town Clerk who advised that he would forward this to all members.

Cllr Way thanked Cllr Yabsley for all his support in the town.

98/15 **TOWN CLERK'S REPORT TO MEMBERS**

- i) Queens 90th Birthday – The Clerk reported that at a meeting last Wednesday when Cllrs Bushell, Worden and Yeo were present it was suggested that the Town Council incorporates a Banquet style party in the Pannier Market in conjunction with the Olde English Fayre. This would be held on Saturday 11 June 2016 from 3pm to 7pm. Once further details have been agreed this will be brought back to members.
- ii) BMX Track – We are now awaiting further information from Alan Dart Groundworks for quotes for labour for creating the mounds and surrounding bank.
- iii) Sign at Parsonage Lane – Des Brailey, Leader of NDC, had actioned this.
- iv) North Devon Communities Fund – The Town Clerk reported that he had applied for funding for brown tourism signs on the Link Road and the Council should know soon if this had been accepted.
- v) The Clerk has written to the Trustees of Cottage Homes regarding the old almshouses and was awaiting their reply.
- vi) Neighbourhood Plan – The Clerk reported that the Government was keen on Town Council's adopting neighbourhood plans and having spoken to Lesley Smith of DALC she had advised that SMTC should consider creating one. He also reported that the Planning Authority would put monies into the project and that DALC would provide three days free consultancy time if they consider we are serious about compiling a plan. There is a lot of community consultation involved but we as a Council can dictate the design of houses to be provided by the developer. The Clerk stressed that there was one caveat – the Council's that have taken up compiling a neighbourhood plan did not realise how time consuming it was and the Clerks had been left to pick up the pieces.
- vii) The Clerk had been asked about Maclins Quarry and informed members that the waste company has a temporary licence until the end of March 2016 but DCC were hoping to renew this on a permanent basis and also to increase the opening hours of the facility.
- viii) Central Car Park – The Clerk had asked Des Brailey to attend an informal meeting to discuss the future of the car park but members suggested it might be prudent to have the informal meetings amongst themselves first to formulate their ideas.
- ix) Radio Devon have offered for a group of Councillors to visit their studios in Plymouth for an introduction to their team. Any interested Councillor please

Continued ...

contact the Clerk and the visit will be arranged for January.

- x) Town Hall Clock – It was reported that a quote had been received, in the sum of £500, to fully repair and service the Town Hall clock, including the gong, which was currently out of action.

99/15 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Bushell reported that he had attended a DALC meeting and he stated that they wanted to emphasise that the government had not yet over-ruled a ‘Neighbourhood Plan’ in favour of a developer. Furthermore he wanted to make South Molton residents aware of other Town Councils raising their Parish Precepts to cope with the increased workload pressure due to services being transferred from NDC and DCC to the Town Council.

- b) Cllr Worden reported that he had attended a meeting of the South Molton TIC and he stated that they were still looking for alternative premises and hoped that the Council would support them.

Cllr C. Lock thanked members on behalf of the Museum Volunteers for the Council’s donation towards their Christmas lunch.

Cllr Cornelius reported that 130 pupils had put the Community College as first choice and 10 as their second choice. Currently the College only admits 120 pupils per year and it was hoped that the governors would agree to increase this to 140. Cllr Cornelius also reported that the draft OFSTED report had been completed and the final report would soon be available.

Cllr Moore suggested that members pay attention to any issues regarding devolution in the forthcoming months as this may have a big effect on communities.

- c) Cllr Worden reported on the District Councils Executive decision to increase car parking charges in South Molton Central Car Park to 50p per hour and £1.50 per day. He reported that the Executive had decided to review the charges again in a year’s time.

- d) No issues were raised

- e) Cllr Yabsley had reported earlier in the meeting.

100/15 **BUDGET MEETING**

Members noted that the Clerk was recommending that the above meeting is held in the Amory Centre on Monday 11 January 2016 commencing at 6.30pm and it was agreed that this recommendation be accepted.

Cllr Lewis declared a DPI in the following item and left the meeting.

- 101/15 It was RESOLVED that under the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following item of business by virtue of relating to legal/commercially sensitive matters and/or the financial business affairs of a person or persons other than the Council.

- 103/15 It was RESOLVED that the meeting return to open session. There being no further business the meeting closed at 8.04pm

Chairman.....

Date.....