

Cllr Worden paid tribute to Cllr Sewell in her past role as a member of NDC and all her hard work for the town and wished Cllr Moore all the best for the future in his role as the new NDC councillor.

6/11 **DECLARATIONS OF INTEREST**

The following declarations of interest were read out by the Town Clerk:

Cllr C. Lock – Personal & Prejudicial Interest – Item 11 – Wife of contractor of Cottage Homes

Cllr S. Lock – Personal & Prejudicial Interest – Item 11 – Contractor to the Cottage Homes

Cllr White – Personal Interest – Item 11 - Trustee

7/11 **APPOINTMENT OF COMMITTEES 2011-2012**

- a) (i) **Planning Committee** - RESOLVED that membership consist of Cllrs Bushell, C. Lock, S. Lock, Moore, Smale, White, Worden and the Mayor ex officio.
- (ii) RESOLVED that Cllr Smale be elected as Chairman.
- (iii) RESOLVED that Cllr Moore be elected as Vice Chairman.
- b) (i) **Finance Committee** - RESOLVED that membership consist of Cllrs, Kingdon, C. Lock, S. Lock, McCool, Sewell, Way, White and the Mayor ex-officio
- (ii) RESOLVED that Cllr Way be elected as Chairman.
- (iii) RESOLVED that Cllr Sewell be elected as Vice Chairman.
- c) (i) **Staff Committee** - RESOLVED that membership consist of Cllrs Kingdon, C Lock, S Lock, Way, White and the Mayor ex-officio
- (ii) RESOLVED that Cllr Kingdon be elected as Chairman
- (iii) RESOLVED that Cllr Way be elected as Vice Chairman
- d) (i) **Pannier Market Sub-Committee** RESOLVED that membership consist of Cllrs Kingdon, Smale, Way, Worden and Mayor ex officio, and two Market Trader representatives
- e) (i) **Town Hall Refurbishment Sub-Committee** – RESOLVED that membership consist of Cllrs Goodman, Moore, White, & two users Mrs M. White and Mr A. Petherick
- f) (i) **Parish Emergency Plan Working Party** RESOLVED that membership consist of Cllrs Goodman, S. Lock. McCool Moore and Worden.

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- g) (i) **Youth Council Sub-Committee** RESOLVED that membership consist of Cllrs Bushell, C. Lock, S. Lock and Worden. It was stressed that if any member wishes to attend a meeting they are most welcome.
- h) (i) **Central Park Working Group** RESOLVED that membership consist of Cllrs Bushell, Sewell, Smale, White and Worden, (RFO in advisory capacity).
- i) (i) **Standing Orders Sub-Committee** RESOLVED that membership consist of Cllrs Goodman, Sewell and White.
- j) (i) **Traffic & Highways Working Group** RESOLVED that membership consist of Cllrs Bushell, Goodman, Moore, Way and Worden.

8/11 **TO CONSIDER THE POWERS OF COMMITTEES**

It was RESOLVED that all Committees should have full powers to act and that all Sub-Committees and Working Parties should make recommendations to the full Town Council.

9/11 **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.

10/11 **APPOINTMENT OF REPRESENTATIVES**

RESOLVED that the following appointments be made:

South Molton Tourist Association	Cllr Kingdon
South Molton Information Centre	Cllr Kingdon
Devon Association of Local Councils – Larger Council Sub-Committee	Cllr Goodman
South Molton Twinning Association	Cllr White
South Molton Business Association	Cllr Goodman
Crime Prevention Panel	Cllrs Lock, Sewell & Worden
International Tree Foundation	Mrs J. Foster
South Molton Municipal Charities (Trustees)	Cllr Smale (expires 15/05/2011)
	Cllr Way (expires 15/05/2011)
	Mrs N.E.M. Easton (expires 26/01/12)
	Cllr Sewell
Community Company	Cllr Sewell
Pathfields Business Forum	Cllr Kingdon
Friends of Community Woodland Group	Cllrs Goodman and McCool

Continued ...

South Molton Community Sports & Physical Activity Network (SMCSPAN)
Cllrs Bushell, Goodman and Worden
Royal British Legion – South Molton Branch
Cllr Sewell
South Molton and District Museum Management Group
Cllr C. Lock

11/11 **SOUTH MOLTON COTTAGE HOMES TRUSTEES**

Members had previously received a copy letter from the Clerk to the Trustees requesting that both Cllr White and Mr C Squire be formally approved as Trustees by the Town Council. It was RESOLVED that this request be approved.

12/11 **ELECTION OF DALC COUNTY COMMITTEE 2011-2015**

The Clerk reported that he had received details from the DALC regarding nominations for the above. The DALC were requesting a nomination for a suitable person in the district area who must be a Parish/town councillor but not a member of SMTC. It was RESOLVED that the Clerk approaches Neil Bannister a new parish councillor at George Nympton to ascertain if he is interested in standing. Cllr Bushell indicated his interest in the outcome of the Clerk's enquiries.

There being no further business the meeting closed at 7.58pm.

Chairman

- f) The Clerk reported that Bishops Nympton Pre-School have invited all members to their forthcoming 'Professional Partners Day' on the 22nd June at 2 00pm. The Mayor has already accepted an invitation.

17/11 **APPROVAL OF MINUTES**

Town Council 26 April 2011

It was RESOLVED that these minutes be approved.

18/11 **SOUTH MOLTON BOWLING CLUB**

The Clerk reported that he had received a request from the above to site a large shed with an undercover viewing section at their site in Mill Street. Members viewed the plans received and the Clerk advised them that planning consent will be required. It was RESOLVED to support the Bowling Club's request in principle and await the relevant planning application for perusal.

19/11 **SOUTH MOLTON YOUTH COUNCIL**

Members noted the content of a letter previously circulated and were pleased to learn of the success of the newly formed South Molton Youth Council.

20/11 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr MCCool – Friends of South Molton Community Woodland – Special thanks to Cllr Way for the donation of a picnic table. Problem with rats in linhay and missing slates on roof, Clerk to investigate. Excellent comments received regarding the improvements to the paths. Next meeting – July. Cllr Bushell – South Molton Youth Council – New uniform proposed with polo shirt. All members keen and looking at Arts/Festivals to promote.
- b) Cllr Moore – NDC – Reported on recent Annual Meeting following election. Coalition formed between Liberal Democrats/Independents with Cllr Greenslade as Leader and Cllr Cann as Deputy Leader. Cllr Moore is Non – Aligned member and will sit on both Licensing and Planning Committees.
- c) NBM. P.C. Mr Graham James was in attendance but no issues were discussed.

There being no further business the meeting closed at 7.26pm.

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE
TOWN HALL, SOUTH MOLTON ON TUESDAY 14 JUNE 2011 AT 7.00pm

Present: In the Chair: Town Mayor Cllr D. J. Goodman
 Cllr M. Bushell Cllr M. J. Kingdon
 Cllr Mrs R. McCool Cllr E. J. Moore
 Cllr S. K. White Cllr D. J. Worden

In Attendance: Town Clerk Mr M. G. Gingell
 Deputy Town Clerk Mr A. C. Coates

21/11 **PRAYERS**

In the absence of the Mayor's Chaplain, Cllr S White took prayers.

22/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs C. Lock, S. Lock, Sewell, Smale and Way.

23/11 **DECLARATIONS OF INTEREST**

The following declarations of interest were read out by the Town Clerk:

Cllr Bushell – Personal Interest – Item 6 – Resident Exmoor View

Cllr Kingdon – Personal Interest – Item 8 – Tenant

Cllr Worden – Personal Interest – Item 6 – NDC Member

 Personal Interest – Item 7 – NDC Member

24/11 **CHAIRMAN'S ANNOUNCEMENTS**

- a) The Mayor reported on the forthcoming Old English Fayre as a reminder to all councillors regarding the lunch in the New Assembly Room on Saturday 18 June. Tickets are still available for any interested member.
- b) The Clerk reported that following details of training events by DALC many members had expressed an interest in attending a Chairmanship Seminar to be held on Tuesday 12 July in the Amory Centre. Bearing this in mind the Clerk has booked all councillors for this event and therefore there will not be a Town Council meeting on that date.
Cllr Worden wished to thank the Town Council for their kind wishes to his wife following her recent attack by a dog to her hand. He reported that she is on the road to recovery.

25/11 **APPROVAL OF MINUTES**

Annual Meeting of Town Council 17 May 2011

It was RESOLVED that these minutes be approved subject to an amendment to Minute No 10/11 which should read that Cllr Goodman and Cllr White are the Town Council's nominated representatives on the South Molton Business Association.

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report back to the full council with any recommendations. A meeting will be convened as soon as convenient.

29/11 **BAWDENS CLOSE/SOUTH MOLTON CEMETERY EXTENSION**

Mr Holtom referred members to his briefing notes on the above subject and explained in more detail the issues raised particularly the need to extend the Cemetery. Mr Holtom explained that he had been contacted by a developer who had expressed an interest in providing housing for the elderly at the northern end of Bawdens Close with an enlarged Community Garden in the middle and an extension to the Cemetery at the southern end therefore retaining a large open space for community benefit. Members discussed this proposal together with reference to the Sports Hub facility, which is currently linked to Old Alswear Road. All these issues relate to the Council's vision in a strategic planning context and it was RESOLVED to form a Strategic Planning Working Party to investigate all options available for the future expansion of the town and providing the necessary housing provision. Membership of this Working Party will consist of the Mayor, Cllr Goodman, Cllr Bushell, Cllr Moore, Cllr White and Cllr Worden. Mr Holtom will also attend meetings in an advisory capacity. It was further RESOLVED to grant permission for the Clerk and land agent to explore all options available to extend the Cemetery and report back to members with their recommendation.

30/11 **PATHFIELDS BUSINESS PARK**

Mr Holtom updated members on several issues relating to the above including as follows:

- a. Transfer of the Freehold on Site A – Now completed and negotiations are continuing on all remaining sites.
- b. Assignment of lease from TW Coaches to T & T Coaches – Solicitors have been instructed.
- c. Renewal of lease to South Molton Metals – The Town Council are awaiting further instructions from the tenants who have advised us that they may wish to purchase the freehold site or request new leasing terms.
- d. Japanese Knotweed – a recurrence has occurred despite previous treatment and a quotation received for an eradication programme.
- e. Rats – Rats are causing immense problems on the South Molton Metals tenanted site and a joint initiative is being proposed to eradicate them as soon as possible.
- f. Adoption process – In regular contact with NDC who have confirmed that the new executive will continue with this process. All SMTC roads will be adopted following the adoption of NDC roads.

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31/11 **ANNUAL RETURN – YEAR ENDING 31 MARCH 2011**

The Clerk explained why this item had been agendad and it was RESOLVED to formally approve the document in order to forward to the District Auditor by the required date.

Cllr Moore abstained during the voting process thereon.

There being no further business the meeting closed at 8.00pm.

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE
TOWN HALL, SOUTH MOLTON ON TUESDAY 28 JUNE 2011 AT 7.00pm

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr M. J. Kingdon
Cllr Mrs C Lock Cllr S Lock
Cllr Mrs R. McCool Cllr E. J. Moore
Cllr M. F. Way

In Attendance: Town Clerk Mr M. G. Gingell
Deputy Town Clerk Mr A. C. Coates
Devon County Councillor and Chairman Cllr J. Yabsley
Devon County Council Mr J. Anstee
Devon County Council Mr R. Sables
South Molton Youth Council Mr H. O'Boyle

32/11 **PRAYERS**

Prayers were led by the Mayor's Chaplain, Rev M. Noakes.

33/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Smale, White and Worden.

34/11 **DECLARATIONS OF INTEREST**

The following declarations of interest were read out by the Town Clerk:

Cllr Bushell – Personal Interest – Item 6 – Resident of Exmoor View
Personal & Prejudicial Interest – Item 15 – Candidate for
Election

Cllr Moore – Personal Interest – Item 6 – Parking problems in Cooks Cross

35/11 **CHAIRMAN'S ANNOUNCEMENTS**

The Mayor reported that he was pleased to see Cllr McCool in attendance following her recent operation and Cllr McCool replied to thank him for the card and the council's best wishes.

The Clerk reported that a further New Councillors Course was being held on Thursday 28 July at Exeter Football Club from 10am to 4pm. Cllr McCool expressed an interest in attending if she was able to drive.

36/11 **APPROVAL OF MINUTES**

Town Council 14 June 2011

It was RESOLVED that these minutes be approved.

Mayor Choosing 28 June 2011

It was RESOLVED that these minutes be approved.

37/11 **RESIDENTS PARKING SCHEME/TRAFFIC RELATED ISSUES**

The Mayor welcomed both James Anstee and Richard Sables from DCC and invited Mr Anstee to address members on the above. A report compiled by

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the Traffic and Highways Working Group had been forwarded to Mr Anstee in late 2010 and one major area of concern was residents parking and the possible introduction of a Residents Permit Parking Scheme. Mr Anstee explained the details of a scheme and the members raised many questions together with other traffic related issues including a Pay and Display facility and the monitoring of parking in restricted zone areas. Concern was expressed regarding the enforcement of parking in the town centre and Mr Anstee explained the policy set by DCC but administered by NDC. It was RESOLVED to agenda this item for further discussion and possibly convene a meeting of all interested parties to tour the town and compile a dossier of recommendations to forward to DCC for their consideration. Cllr Yabsley was pleased to report on the new zebra crossing planned in Cooks Cross which should be installed very soon. He also reported on the recently introduced 40mph speed limit in Old Alswear Road. Mr Anstee was thanked for attending this meeting and he will be requested to return to South Molton when a date has been arranged for the necessary tour of the town.

38/11 **SOUTH MOLTON YOUTH COUNCIL**

The Mayor welcomed Mr Hugh O'Boyle, Chairman of the above to address members. Mr O'Boyle highlighted the work carried out by the Youth Council together with their visions for the future. Mr O'Boyle thanked the Town Council for their support with the formation of the group and for the financial assistance provided. Mr O'Boyle was thanked for attending this meeting and wished every success for the future.

39/11 **1 EAST STREET**

The Clerk invited Mr Coates to address members on this item, which had been agendad at the request of members. Both the Clerk and Deputy Clerk were recommending that the freehold property is placed on the open market to ascertain any interest from developers. The Clerk reminded members that planning consent had already been received. However since forwarding the agenda Mr Coates explained that there may be an opportunity in conjunction with the Gullacombes Housing Development to offset affordable housing. It was RESOLVED to agenda this item following a six week period in order to ascertain if affordable housing can be provided. The Clerk will report back to all members in due course.

40/11 **QUALITY STATUS**

The Clerk had forwarded a report on the above to all members in May 2011 and this item had been agendad for further discussion. The Clerk has already carried out a lot a work on this subject and was recommending that the Town Council seriously considers applying for Quality Status when appropriate. The Clerk stressed the need for members support and involvement which will involve training and the creation of a newsletter which must be published four times per year. Following debate it was RESOLVED that the Clerk continues to prepare the document required to apply together with the introduction of the

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necessary newsletter subject to costs. In the first newsletter it was suggested by Cllr Moore that a questionnaire be provided regarding parking and traffic problems in the town inviting comments from residents.

41/11 EMERGENCY COMMITTEE

The Clerk reported that following the May meeting the Emergency Committee was made up of the Mayor, Deputy Mayor and the Chairman of the Finance Committee. Bearing in mind that Cllr Way was both the Deputy Mayor and the Chairman of the Finance Committee a third member was required. It was RESOLVED that the chairman of the Staff Committee, Cllr Kingdon be on the Emergency Committee for this municipal year.

42/11 WORKING PARTIES

The Clerk reported that at the last Town Council meeting when many members were absent two new Working Parties had been formed and he was inviting nominations from those members. It was RESOLVED that Cllr Way joins the Community Woodland Extension and Recreational Working Party. No further appointments were made.

43/11 SKATEBOARD PARK

Members noted details of the reply from NDC regarding the above. The Clerk will agenda this item later in the year when the Community Company has completed all works to bring this facility up to an acceptable and insurable standard.

44/11 PARISH COUNCILLORS

Members noted details of a letter received from the Member Services Dept at NDC and action will be taken by individual members if considered necessary.

45/11 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 N4 – Mrs Shirley Ann Beed, 20 Aclands, South Molton, EX36 4AX
Exclusive Right of Burial – Plot N5 – Mr Michael Day, Buddles Corner, Fritham, Lyndhurst, Hants, SO43 7HL
Exclusive Right of Burial – Plot N11 – Mrs Violet Betty Gard, 32 Winston Park, South Molton, EX36 3AY

Cllr Bushell declared a Personal and Prejudicial Interest in the following item as one of the nominated members and left the meeting.

46/11 DALC – ELECTION TO COUNTY COMMITTEE 2011-2015:NORTH DEVON AREA

Members had previously received details of all five nominated parish councillors for the above committee. It was RESOLVED to nominate the

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following four members as detailed on the nomination papers:

Mr D Taylor Witheridge Parish Council

Mr I Cowling Bishops Nympton Parish Council

Mr B Fraser-Smith Burrington Parish Council

Mr M Bushell South Molton Town Council

The Clerk will forward the completed nominated form to the DALC by the return date.

Cllr Bushell rejoined the meeting.

47/11 **LOCAL RADIO IN NORTH DEVON & TORRIDGE**

The Clerk reported that he had received details of a consultation exercise being held by the communications regulator Ofcom on an application to extend the regional South Devon DAB/Digital radio service to North Devon and Torrridge. He reported that this proposal could have huge ramifications for the long term future of local radio both BBC and commercial in this area including Radio Devon. It was RESOLVED that the Clerk forwards a reply stating this authorities concern and dismay should this proposal be accepted.

48/11 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Kingdon – South Molton Tourist Association. Attended recent meeting and updated members on various tourism related issues.
- b) Cllr Moore – NDC. Reported on the recent Planning Committee meeting of NDC held at Bishops Nympton Village Hall regarding the wind farm application at Batsworthy Cross, Knowstone. Application refused.
- c) No police were in attendance but Cllr Moore reported on his on-going concern with bicycles being ridden on the pavements in the town centre.

There being no further business the meeting closed at 8 30pm.

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE
TOWN HALL, SOUTH MOLTON ON TUESDAY 26 JULY 2011 AT 7.00pm

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr M. J. Kingdon
Cllr Mrs C Lock Cllr S Lock
Cllr Mrs R. McCool Cllr M. R. J. Smale
Cllr S. K. White

In Attendance: Town Clerk Mr M. G. Gingell
Devon County Councillor and Chairman Cllr J Yabsley

52/11 PRAYERS

Prayers were taken by the Mayor's Chaplain, Rev M Noakes.

53/11 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Moore, Way and Worden.

54/11 DECLARATIONS OF INTEREST

Nil.

55/11 CHAIRMAN'S ANNOUNCEMENTS

The Mayor reported briefly on the recent visit by the Fire Cadets from Bad Bevensen and wished to thank both Cllrs C. and S. Lock for their hospitality and support during their visit.

The Mayor also reported on the recent informal meeting held with the Leader NDC, Cllr B Greenslade, Cllr Moore, Cllr Kingdon and the Clerk regarding the future of the Central Development Area. This meeting proved very positive and was followed by a walk around the area. It is hoped that a further meeting will be arranged for early September and many members present expressed their wish to be involved.

56/11 APPROVAL OF MINUTES

Town Council

28 June 2011

It was RESOLVED that these minutes be approved.

Cllr Bushell voted against this resolution as he stated that he had not received the agenda for this meeting together with the enclosures and therefore could not agree that they were a true record of that meeting. The Clerk re-iterated that if any member does not receive their agenda by the Friday before the meeting held on the Tuesday then the office will gladly forward all duplicate documents by hand if required.

57/11 PUBLIC PARTICIPATION

There were no members of the public in attendance so it was agreed to discuss the next item on the agenda.

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58/11 PANNIER MARKET – TEMPORARY EVENT NOTICES

The Clerk reported that he had been advised by the Licensing Department at NDC that they had issued the maximum 12 TEN's for this current year and no more could be approved. Bearing in mind that there are still several bookings for events to be held in the Pannier Market he was recommending to members that the Town Council applies for a Premises Licence for the Pannier Market similar to the one held for the Town Hall at a cost of £100. It was RESOLVED to grant the Clerk permission to apply for the Premises Licence as soon as possible in order not to jeopardise any future bookings. Members noted that a market trader had applied for 10 TEN's earlier in the year in order to sell alcohol but the Town Council were unaware of these circumstances.

59/11 BUSINESS CARDS

The Clerk updated members regarding the above and it was RESOLVED to arrange to produce business cards in house under the guidance of Mrs P. Miller. Many members accepted that each councillor would differ in the amount they required and the Clerk will ascertain the volume. Cllr Bushell voted against this proposal during the voting process thereon.

60/11 TRAFFIC & HIGHWAY ISSUES

This item had been agendad following the last Town Council meeting where Mr J. Anstee DCC had addressed members on several issues including a possible Residents Permit Parking Scheme. Members have requested a further meeting with DCC officers and Cllr Yabsley in order to walk around the town to highlight any areas of concern. Cllr Yabsley suggested subject to confirmation that Friday 26 August 2011 would be convenient if officers from DCC can be in attendance. It was RESOLVED that a meeting be arranged to be attended by members of the Traffic and Highways Working Group plus Cllr McCool, Cllr Yabsley and officers from DCC. Following this meeting any areas of concern and suggested improvements be discussed at a Town Council meeting where all members will have the opportunity to debate their findings and recommendations. Cllr Kingdon took the opportunity to thank Cllr Yabsley for his kind invitation to members to attend a fact-finding day at County Hall, which included a visit to the Control Centre and attendance at a Farms Committee meeting in the afternoon.

61/11 PROPOSED CEMETERY EXTENSION

All members had previously received a copy of a brief report from the land agent, Mr J Holtom regarding the above for discussion. The Clerk reported further on the subject and stressed the need to progress with the proposal to extend the cemetery into the Sheep Fair Field subject to receiving the necessary planning consent. Members debated this subject and it was RESOLVED that the Clerk and the land agent continue with their enquiries and investigate all costings for this proposal in order that it can be completed

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as soon as possible. The Clerk will keep members updated with the progress of this matter.

Cllrs C Lock, S Lock and Bushell voted against this proposal during the voting process thereon.

62/11 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Bushell reported on his recent attendance at a DALC Northern Area Committee meeting in Exeter and requested that the following two issues be agendad at a forthcoming Town Council meeting for further discussion:
Social Housing in rural areas.
The need for parishes to work together to achieve aims and objectives.
South Molton Tourist Association – Cllr Kingdon reported on a recent meeting where it is hoped that an online accommodation booking facility can be established.
Cllr Lock reported further on the recent visit by Fire Cadets from Bad Bevensen, Germany, which was a success for all involved.
- b) In the absence of both NDC Cllrs Moore and Worden the Mayor invited Cllr Yabsley to report on any issues from DCC. Cllr Yabsley reported on the recent opening of the Adventure Centre at Roadford Lake and the introduction of Snow Wardens to assist during periods of severe extreme winter weather.
- c) No police were in attendance.

There being no further business the meeting closed at 8.09pm.

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE TOWN HALL, SOUTH MOLTON ON TUESDAY 13th SEPTEMBER 2011 AT 6 30pm

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. J. Kingdon Cllr Mrs C. Lock
Cllr S. W. Lock Cllr Mrs R. McCool
Cllr E. J. Moore Cllr M. R. J. Smale
Cllr D. J. Worden

In Attendance: Town Clerk Mr M. G. Gingell
Deputy Town Clerk Mr A. C. Coates
Devon County Councillor and Chairman Cllr J. Yabsley

49/11 PRAYERS

Prayers were led by the Mayor's Chaplain, Rev M. Noakes.

50/11 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Bushell, Parkinson, Way and White.

51/11 DECLARATIONS OF INTEREST

The following declarations of interest were read out by the Town Clerk:

- Cllr Kingdon – Personal & Prejudicial Interest – Item 10d) – Business Customer
- Cllr C. Lock – Personal Interest – Item 10d) – Husbands Accountant
- Cllr S. Lock – Personal Interest – Item 10d) – My Accountant
- Cllr Moore – Personal Interest – Item 7 – Member of the Town Council, Representative for NDC on this Skateboard Committee
- Personal Interest – Item 10 – NDC Councillor
- Cllr Worden – Personal Interest – Item 7 – Community Co Member
- Personal Interest – Item 9 – NDC Member
- Personal Interest – Item 10 – NDC Member
- Personal Interest – Item 11 – Vice Chair of Community Gardens

52/11 CHAIRMAN'S ANNOUNCEMENTS

The Mayor reported that the RFO required any items for consideration at the budget meeting to be held in November be forwarded by the 30 September 2011.

The Mayor was pleased to report that the Finance Committee had approved the necessary works to the Pannier Market lights and this work will be carried out on Monday 19 September 2011.

Cllr Worden reported that if any member was interested in visiting Shama, Ghana in November for their festival please let him know as a friend was intending to go and would welcome a travelling companion.

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53/11 **APPROVAL OF MINUTES**

Town Council 19 July 2011

It was RESOLVED that these minutes be approved.

Town Council 26 July 2011

It was RESOLVED that these minutes be approved.

54/11 **NO 1 EAST STREET**

The Clerk reported that this item had been previously been requested by members for further discussion. The Clerk reminded members that planning consent had been granted but due to the economic situation enquiries from proposed developers had been minimal. Income from tenants within the building is valuable to the Town Council and the Clerk and RFO were recommending that this continues until early in 2012 when the subject will be reviewed. It was unanimously RESOLVED to accept this recommendation. Cllr Moore raised the continual problem with the tenant of the old library premises who is placing items for sale on the pavement causing obstruction to both walkers and users of mobility vehicles. It was unanimously RESOLVED to enter a relevant clause within the current licence to stop this practice continuing. The Clerk will alter the licence accordingly and obtain the tenant's agreement.

55/11 **SKATEBOARD PARK – CENTRAL PARK AND MAP SIGN ON THE ENHANCEMENT.**

The Clerk reminded members that they had previously received a letter from Mrs T. Huntingford, Chair of The Community Company requesting that the Town Council considers taking over ownership of both of the above. The Clerk reminded members of the current situation and referred to the report compiled by the RFO. Several members of the public were present together with young users of the facility and with the consent of the Mayor were allowed to speak. The Mayor invited Mrs T. Huntingford Chair of The Community Company to give a brief overview of the situation and she confirmed that the company is in the process of being dissolved. Many members present expressed their concern with particular reference to the costs involved and the need for the community to be more involved and active to secure its future. The Town Council has a lease with The Community Company and currently pays the public liability insurance premium, which is reimbursed on an annual basis. All members are keen to see the park remain open but appreciate that support must come from parents and their children and not rely totally on local authority funding. It was RESOLVED that this item be deferred until the Town Council meeting on Tuesday 11 October 2011 to enable the two North Devon councillors, Moore and Worden to lobby the authority to seek financial assistance if possible. It was further RESOLVED in principle to transfer ownership of the map sited on the enhancement from The Community Company to the Town Council as soon as practically possible.

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56/11 CAFÉ/KIOSK – PANNIER MARKET

Members noted that planning consent has been granted to Mr and Mrs Tas to construct a kiosk/café in the Pannier Market adjacent to the WI Trading Booth. Mr and Mrs Tas have three years to carry out the necessary works in close liaison with Mr P Stanford, Market Supervisor. The Clerk will keep members up to date with progress with this matter and the consultation process with English Heritage. The Clerk reminded members that there was no financial input from the Town Council.

57/11 NDC/DCC – HIGHWAY MAINTENANCE AND OTHER RELATED ISSUES

This item had been agendad at the request of Cllr Moore who reported further on his concerns and anger with DCC regarding their lack of commitment to keep South Molton clean and tidy for all its residents. Cllr Moore raised several issues with Cllr Yabsley claiming that for several years he had reported problems to the authority and still no action had been taken. Cllr Yabsley reminded Cllr Moore that due to budget constraints and the reduction of staff it was proving very difficult to maintain a satisfactory standard of service. He reminded Cllr Moore that a meeting had been arranged for Friday 23 September when several members and staff will be touring the town on foot to identify problem areas and prepare an action plan of improvement.

58/11 PATHFIELDS BUSINESS PARK

The land agent reported to members on the following issues:

- a) Adoption Process – NDC have reported that agreement has been obtained between themselves and SWW to adopt drains owned by NDC and it is hoped that all highway issues can be resolved by the end of 2011. The defects list relating to kerbs and gulleys has been re-assessed and all site occupiers can now be pursued to make good deficiencies in anticipation of the formal adoption of all the Town Council's drains and roads.
- b) Plots B and C – A proposal has been received from Barum Developments for the sub-lease of the un-developed part of the site be granted to a Mr R. Glenister subject to an undertaking for costs and to pay for the adoption defect relating to a footway highlighted by DCC. It was RESOLVED to approve this proposal and advise solicitors accordingly.
- c) TW Coaches /T and T Coaches – The licence to assign has now been completed but it has been requested that SMTC re-instate the drainage rights to a septic tank and soak away that were inadvertently extinguished in 2007 by acting solicitors. It was RESOLVED that this request be approved subject to the Town Council receiving an undertaking for all legal fees.

Cllr Kingdon declared a Personal and Prejudicial Interest in the following item and left the meeting.

- d) Plot E – Davisons – Development of Plot E is now complete and the transfer of the freehold has been requested. It was RESOLVED that this request be approved subject to receiving an undertaking for costs.

Continued ...

Cllr Kingdon rejoined the meeting.

- e) Possible Distribution Depot – The Town Council has received a potential developer wishing to purchase land for a distribution centre. Members noted these details and Mr Holtom will put pressure on NDC to promote this area in order to open up additional employment land. The land is adjacent to the area highlighted in the Local Plan for the possible re-siting of the livestock market.
- f) South Molton Metals – The tenant of the Hacche Lane transfer station has requested either a new lease or the opportunity to purchase their current site together with further land owned by SMTC. It has been reported previously that there have been breaches of the current lease regarding improvements to the site and these can be remedied within any new leasing terms. The Clerk is keen to continue receiving an income stream and it was RESOLVED that new leasing terms be agreed on the best commercial terms following legal advice regarding the breaches of the current lease together with an undertaking for all costs.

59/11 **CEMETERY EXTENSION – BAWDENS CLOSE**

Mr Holtom reported on the progress with the above proposal and was pleased to report that advice had been sought from Mr G. West and the local planning authority. A 1 acre site has been identified to the south of the Sheep Fair Field and advice from Ms Watkins, Lead Planning Officer is that the boundaries should be a dwarf masonry wall with metal railings on both north and west elevations. Both the Clerk and Mr Holtom were recommending the submission of a planning application to NDC in principle and any design and landscape issues will be discussed following receipt of the necessary consent. It was RESOLVED to apply for planning permission and when received discuss this matter further.

60/11 **HOUSING DEVELOPMENTS AND OPTION AGREEMENTS**

- a) Gullacombes – A new design and layout plan is expected following further consultation on footways, cycleways, road layout and the access off North Road. The element of affordable housing is being re-assessed together with the tenure of these dwellings. The necessary bat and reptile surveys have been received but the dormouse survey is still outstanding. NDC have still not registered the planning application but it is still hoped that construction will commence in early 2012. Members noted these details and await the final design document including the proposed extension to the Community Woodland.
- b) Caen Homes – progress is very slow particularly as an adjoining land owner has recently passed away and probate has not been granted to the executors. A meeting of the Gunswell Lane Steering Group is on Thursday 15 September and members will be updated following that meeting.

There being no further business the meeting closed at 8 09pm.

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE
TOWN HALL, SOUTH MOLTON ON TUESDAY 27 SEPTEMBER 2011 AT 7.00PM

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr M. J. Kingdon
Cllr Mrs C. Lock Cllr S. W. Lock
Cllr Mrs C. Parkinson Cllr M. R. J. Smale
Cllr M. F. Way Cllr S. K. White
Cllr D. J. Worden

In Attendance: Deputy Town Clerk Mr A. C. Coates
Cllr J. Yabsley – DCC

61/11 **PRAYERS**

In the absence of the Mayor's Chaplain the meeting was opened in prayer by Cllr Worden.

62/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs McCool and Moore.

63/11 **DECLARATIONS OF INTEREST**

The following declarations of interest were read out by the Deputy Town Clerk:
Cllr Kingdon – Personal & Prejudicial Interest – Item 7 – Business Customer

64/11 **CHAIRMAN'S ANNOUNCEMENTS**

- a) The Mayor welcomed Cllr Parkinson to her first Town Council meeting.
- b) The Mayor reported on the recent walk around the town by the Traffic and Highways Working Group and advised members of several proposals.
Cllr Yabsley requested that a Programme of Works be forwarded to him in order that he could put this into action as soon as possible.

65/11 **PUBLIC PARTICIPATION**

No matters were raised by members of the public.

66/11 **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 J609 – Mr John Walker, 6 Fullerton Way, Tadley, Hants, RG26 3YN
Exclusive Right of Burial – Plot N28 – Mrs Emma Penfold, Sunnyside, Station Road, South Molton, EX36 3EA
Exclusive Right of Burial – Plot N27 – Mr David Penfold, Sunnyside, Station Road, South Molton, EX36 3EA
Exclusive Right of Burial – Plot N29 – Mr Joseph Penfold, Deans Court, Deans Park, South Molton, EX36 3DY

Continued ...

Exclusive Right of Burial – Plot M1646 – Mr Nicholas Parkhouse, 21 Raleigh Park, South Molton, EX36 4DN

Exclusive Right of Burial – Plot N12 – Mrs Marilyn Joy Tricker, 102 East Street. South Molton, EX36 3DF

Cllr Kingdon declared a Personal and Prejudicial Interest in the following item and left the meeting.

67/11 SOUTH MOLTON CEMETERY

Members noted a copy of a letter from J. Westacott and Son Funeral & Monumental Services regarding a gravesite of the late Hamileen Edward Penfold whose family were requesting that permission be considered to border the gravesite with matching curbing. The Deputy Town Clerk advised members of other local councils policies regarding similar requests and drew members attention to our current Schedule of Fees, Payments and Charges which does not permit curbing. A lengthy discussion followed and it was RESOLVED that this request be refused. Members requested that voting details be recorded as follows: Votes for – Cllrs Bushell and Smale, Votes against – Cllrs C. Lock, S. Lock, Way and White. Abstained – Cllrs Parkinson and Worden.

Cllr Kingdon rejoined the meeting.

68/11 STANDING ORDERS

Members had previously been forwarded by email a copy of the revised Standing Orders for the Town Council and the Deputy Town Clerk had requested that any further amendments for consideration be notified to him. No comments had been received and it was therefore RESOLVED that the Standing Orders as circulated be formally adopted. All members will be forwarded a copy in due course.

69/11 SCHEDULE OF CONDITIONS FOR THE HIRE OF THE PANNIER MARKET

Members noted a copy of the proposed new Schedule of Conditions for the hire of the Pannier Market following being recently granted a Premises Licence. Discussion took place regarding several points within this document and it was RESOLVED that this item be placed on the agenda of the next Town Council meeting for further consideration and clarification by the Clerk. It was further RESOLVED that any member wishing to raise concerns should forward these to either the Clerk or Deputy Clerk prior to this meeting.

70/11 REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED

- a) Cllr Yabsley reported on the successful results obtained at South Molton Community College
Cllr Worden – Community Garden – advised that a Cook-in would be held at 4pm on 29 October at the Community Garden and everybody was welcome to attend.

Continued ...

- b) Cllr Worden - Skateboard Park – He and Cllr Moore had met with Jan Kennedy regarding the future funding for the Skateboard Park and a proposal should be received from the District Council in due course.
District Planners had visited South Molton to view several planning decisions recently made and were pleased with the results.
Crime Prevention Panel - advised that crime statistics had decreased although there had been a spate of quad bike thefts.
Cllr Worden urged residents to sign up to the Community Messaging initiative.
- c) No police were in attendance to report to members.

There being no further business the meeting closed at 7.50pm.

Chairman

Date

75/11 **APPROVAL OF MINUTES**

Town Council 13 September 2011

It was RESOLVED that these minutes be approved.

Cllr Bushell requested that it be minuted that he abstained during the voting process due to his apologies for non-attendance at this meeting.

Town Council 27 September 2011

It was RESOLVED that these minutes be approved.

76/11 **SKATEBOARD PARK**

Members had requested that this item be on the agenda following the meeting held on Tuesday 13 September 2011. Members had previously received a copy of the letter to Cllr Spear at NDC and the reply dated 10 October forwarded to all members by electronic mail. Members were pleased to learn of the offer of a grant of £20000 from NDC to provide additional play equipment in Central Park with no match funding required from the Town Council. In return NDC request that SMTC take on responsibility and maintenance of the skateboard park. Much discussion followed regarding this situation and concern was raised when The Community Company was due to be dissolved which was stated as November 15 2011. The offer of grant from NDC would need to be approved at the next meeting of their Executive which is due to be held on Tuesday 8 November 2011 the same date as our evening meeting. It was unanimously RESOLVED that the following be actioned:

- a) That South Molton Town Council agree in principle to take over the management and maintenance of the skateboard park if the offer of a grant as detailed in the letter dated 10 October 2011 is approved by the NDC Executive at their meeting to be held on Tuesday 8 November 2011.
- b) That the Central Park Working Group hold a meeting as soon as relevant in order to discuss their plans for new equipment in Central Park.
- c) That this item is agendad for the Town Council meeting to be held on Tuesday 8 November 2011 when the decision of the NDC Executive meeting is known.

Cllrs Kingdon, Smale and Way declared Personal and Prejudicial Interests in the following agenda item and left the meeting.

77/11 **MR M. KIFF – AGRICULTURAL TENANT**

Members had previously received a brief report from Landsense Ltd regarding the above and members noted the details together with their recommendation. It was unanimously RESOLVED to accept the land agent's recommendation of Option 4 and obtain detailed costs, which will be presented to members for further consideration in due course.

Cllrs Kingdon, Smale and Way rejoined the meeting.

Continued ...

78/11 **PATHFIELDS BUSINESS PARK – POSSIBLE DISTRIBUTION DEPOT**

The Clerk reported that he had been advised by the land agent that there was a local company interested in purchasing land adjacent to the site earmarked for the possible relocation of the livestock market totalling approximately 2 acres. He also reminded members that there was an existing employer on Pathfields Business Park who was also interested in purchasing further land to expand their business in the same area. It was unanimously RESOLVED to note these details and the Clerk will keep members notified of progress with this situation and liaise with the land agent accordingly.

There being no further business the meeting closed at 7.40pm.

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE
TOWN HALL, SOUTH MOLTON ON TUESDAY 25 OCTOBER 2011 AT 7.00PM

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr M. J. Kingdon
Cllr Mrs C. Lock Cllr S. W. Lock
Cllr Mrs R. McCool Cllr E. J. Moore
Cllr Mrs C. Parkinson Cllr M. R. J. Smale
Cllr. M. F. Way Cllr. S. K. White
Cllr. D. J. Worden

In Attendance: Town Clerk Mr M. G. Gingell
Chairman Devon County Council Cllr J Yabsley

79/11 **PRAYERS**

In the absence of the Mayor's Chaplain Cllr Worden took prayers.

80/11 **APOLOGIES FOR ABSENCE**

Nil.

81/11 **DECLARATIONS OF INTEREST**

The following declarations of interest were read out by the Town Clerk:

- Cllr Bushell – Personal Interest – Item 8 – Also Scout Master
- Cllr McCool – Personal Interest – Item 15 – Affects road outside own house
- Cllr Way – Personal Interest – Item 11 – Member of PBF
- Cllr Worden – Personal Interest – Item 11 – NDC Member
Personal Interest – Item 8 – Wife captain of GB

82/11 **CHAIRMAN'S ANNOUNCEMENTS**

- a) The Mayor reported on the Local Development Framework Growth Strategy Workshop which is to be held on Wednesday 26 October 2011 in the Town Hall commencing at 9.15am. This event is being arranged by NDC and up to 8 members are invited to attend.
- b) The Clerk reported that there were still areas within the parish that require delivery of the October newsletter. Some members have already assisted which is much appreciated but more help is required if possible.
- c) The Clerk reported that all members are invited to a seminar titled 'Housing in Crisis' being arranged by North Devon Homes on Friday 18 November 2011 at The Cedars Hotel, Barnstaple from 9.30am to 2.00pm. Any interested member please advise the Clerk as soon as possible.
- d) Cllr Lock reported on the recent Mayor's Charity Dinner/Dance and thanked the Mayor for arranging such an excellent function.

83/11 **APPROVAL OF MINUTES**

Town Council 11 October 2011
It was RESOLVED that these minutes be approved

Continued ...

84/11 PUBLIC PARTICIPATION

Cllr Kingdon reported on the problem with the Town Hall clock, which was currently showing different times on three sides. The Clerk will ask Mr P Stanford to investigate.

85/11 It was RESOLVED to discuss item 15 on the agenda next as Cllr Yabsley had to leave for another meeting.

86/11 SOUTH MOLTON TRAFFIC ISSUES

Cllr Yabsley reported on the report that had been forwarded to all members prior to the meeting. This report contains a number of suggested improvements related to the above compiled by members of the Traffic and Highways Working Group. Much debate followed and it was RESOLVED to approve items 1 to 6 contained within the report together with the following additions:

North Street - Remove the yellow lines from the Coach House to Coronation Cottages and create two new disabled parking bays.

Create a new loading bay in front of Day Lewis Pharmacy, 31 Broad Street
Cllr Bushell wished to have it recorded that he voted against this proposal during the voting process thereon.

Members agreed that this exercise was the first to highlight areas of concern and a more detailed document will be compiled early in 2012 to take into account the findings reported by the Working Group in October 2010.

87/11 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 N13 – Mr R. Westacott, 28 Exeter Gate, South Molton, EX36 4AN

88/11 CIVIC PARADES

This item had been requested by the Mayor and the Clerk reported further on the subject. There are currently 4 parades per year 2 of which are arranged by The Olde English Fayre Committee and The Royal British Legion respectively. The Mayor reported on his concern that the local police are finding it increasingly difficult to man and support these parades. Discussion followed and it was RESOLVED that the Mayor's Parade (usually in May) be amalgamated with the Olde English Fayre celebrations in June. Concern was expressed regarding the Harvest Festival, which is held on the Sunday after the annual Carnival in September and has not been well supported. Cllr White will enquire with the church authorities if this date can be adjusted. The Remembrance Parade remains unaltered.

Continued ...

89/11 **PARTNERSHIP WORKING**

This item had been requested by Cllr Bushell who had recently attended a meeting of the North Devon Area Committee of the Devon Association of Local Councils. Cllr Bushell had previously reported on this subject and members are awaiting further details of the Localism Bill due to be published in late 2011 when the matter can be debated further.

90/11 **BUDGET MEETING**

It was RESOLVED that following recommendation from both the Clerk and the RFO the above meeting will be held on Monday 28 November at The Amory Centre commencing at 6.30pm.

91/11 **LAND FOR LIVESTOCK MARKET – PATHFIELDS BUSINESS PARK**

Several members had requested that this item be on the agenda and the Clerk reported further on his recent telephone conversations with Diana Hill, NDC Mike Mansell, Chief Executive NDC and Cllr B Greenslade Leader of NDC. North Devon Council are requesting clarification of what land would be available and under what terms in order to relocate the livestock market to Pathfields Business Park. Members appreciate that various meetings had taken place previously on this subject but as Cllr Worden reminded them due to the recent elections there are significant changes to the members of NDC in particular the Executive. Members debated this subject and are keen to move forward with the proposal therefore it was RESOLVED to arrange a meeting with officers and members of NDC with the Mayor Cllr Goodman, Cllr Moore, Cllr Kingdon, Cllr Smale and Cllr Worden. Cllr Way will act as a reserve. The council's land agent, Mr J Holtom will be in attendance and the Clerk will arrange this meeting as soon as possible.

92/11 **SOUTH MOLTON MUNICIPAL CHARITIES**

Members noted that the Clerk had received a letter from the above requesting that a trustee is appointed to replace Mrs S. J. Sewell and that consideration is given to either re-appointing or replacing Mrs J. Easton whose term of office expires in January 2012. It was RESOLVED that Cllr White replaces Mrs Sewell and Cllr S. Lock replaces Mrs Easton in January 2012. The Clerk will inform the trustees accordingly.

93/11 **QUEENS DIAMOND JUBILEE**

The Clerk reported that he has received many information booklets on the above which is to be held in June 2012. The Mayor reported that he has already requested that the RFO places a sum of money in the budget forecasts for the next financial year in anticipation that the authority will celebrate this occasion. All information is available to any interested member and the Clerk will re-agenda this item early in 2012 in order for members to consider any proposals.

Continued ...

94/11 PANNIER MARKET SCHEDULE OF CONDITIONS OF HIRE

The Clerk reported that this item had been re-agendad following the September meeting in order for members to peruse the draft document and that this item be deferred until he has carefully examined the document and made any changes to protect the interest of the Town Council. It was RESOLVED to accept the Clerk's request.

95/11 REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED

- a) Cllr McCool – Friends of the South Molton Community Woodland – recent meeting where concern was raised regarding the recent works to the paths. Moles are prevalent and water egression is evident. Cllr Kingdon will investigate any concerns with the paths. Apple Day is on Sunday 30 October 2011 in the Pannier Market – all welcome. Cllr Way will deputise for the Mayor.
- b) Cllr White – South Molton Cottage Homes – general update.
South Molton Twinning Association – Visit from Livarot in May 2012.
- c) Cllr Bushell – DALC voting representative at the NALC AGM in London – update of events.
- d) Cllr Moore – Royal British Legion – Recent 90th Anniversary walk over Exmoor.
- e) Cllr Worden – Recent meeting at NDC regarding infrastructure including roads and schools etc.
Link with Shama, Ghana – Friend to visit and requests a letter from the Mayor which will be arranged.
South Molton Community Garden – Cook – out on Saturday 29 October 2011.
Crime Prevention Panel – further meeting next week and Cllr S Lock reported on the recent crime figures.

There being no further business the meeting closed at 8.35pm.

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE
TOWN HALL, SOUTH MOLTON ON TUESDAY 8 NOVEMBER 2011 AT 7.00PM

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr Mrs C. Lock
Cllr S. W. Lock Cllr Mrs R. McCool
Cllr E. J. Moore Cllr Mrs C. Parkinson
Cllr. M. F. Way Cllr. S. K. White
Cllr. D. J. Worden

In Attendance: Town Clerk Mr M. G. Gingell
Deputy Town Clerk/RFO Mr A. C. Coates
Devon County Councillor and Chairman Cllr J. Yabsley
Land Agent Mr J Holtom

96/11 **PRAYERS**

Prayers were taken by the Mayor's Chaplain, Rev. M. Noakes.

97/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Kingdon and Smale.

98/11 **DECLARATIONS OF INTEREST**

The following declarations of interest were read out by the Town Clerk:
Cllr Way – Personal Interest – Item 6 – Member of PBF
Cllr Worden – Personal Interest – Item 6 – NDC Member
Personal Interest – Item 7 – NDC Member

99/11 **CHAIRMAN'S ANNOUNCEMENTS**

- a) The Mayor was pleased to report that he had received a communication from a Mrs A. Wilson who lives in George Nympton who had complimented him on the excellent first newsletter from the Town Council. Mrs Wilson was delighted with its content and design.
- b) The Mayor reported that the Clerk had contacted Mr R. Sables DCC regarding the introduction of the Snow Warden scheme and he was suggesting that the training took place on Wednesday 16 November 2011 commencing at 9.15am. Cllr Worden is also hoping to attend and Cllr White expressed an interest in the scheme.
- c) The Mayor briefly reported on his attendance at today's Executive meeting of NDC where a Confidential Report was presented on the Regeneration of the Central Development Area. This matter will be discussed later at this meeting. Cllr Worden reported that NDC will be carrying out a Public Consultation Event in early 2012 regarding their proposals.
- d) Cllr White wished to remind members of the forthcoming events regarding Armistice Day on Friday 11 November and the British Legion Parade on Sunday 13 November.

Continued ...

- e) The Clerk reported that he had as requested arranged a meeting with NDC members and officers regarding the possible relocation of the Livestock Market. All relevant Town Council members have been notified and the meeting will take place on Tuesday 15 November at the Civic Centre commencing at 11.30am.

100/11 **APPROVAL OF MINUTES**

Town Council

25 October 2011

It was RESOLVED that these minutes be approved

101/11 It was RESOLVED to discuss item 7 on the agenda next.

102/11 **SKATEBOARD PARK – CENTRAL PARK**

This item had been agendad at the request of members following the last meeting. The Clerk reported that at the NDC Executive meeting that morning it had been approved that the sum of £20000 Section 106 monies be awarded to SMTC to purchase further play equipment for Central Park. This grant is subject to the Town Council taking over full responsibility for the Skateboard Park from The Community Company when it is wound up. Members debated this subject and it was RESOLVED that South Molton Town Council do takeover the management and responsibility for the Skateboard Park following the dissolution of The Community Company in due course. Cllr Moore voted against this proposal during the voting process thereon.

It was further RESOLVED to convene a meeting as soon as possible of the Central Park Working Group in order to discuss the equipment required and Cllrs McCool and Parkinson were co-opted on to this Working Group.

103/11 **STRATEGIC PLANNING – LOCAL DEVELOPMENT FRAMEWORK**

The Clerk reported that this item had been agendad at the request of several members and following the recent exercise in the Town Hall arranged by NDC on their vision for South Molton up to 2031. Members had previously received a Strategic Planning document prepared by the council's land agent Mr J Holtom and this had been discussed at an informal meeting on the previous evening.

At the request of the Mayor Mr Holtom was invited to go through the document and obtain members input and comments. A feedback form has been prepared and members will be invited to comment on the questions raised and return this form to the Clerk in order to prepare a master draft document for onward transmission to the Planning Policy Unit at NDC. The subjects covered included the following:

1. Local Plan Strategy Status
2. Development Standards and Vision Statement
3. Environment.
4. Transport.
4. Housing

Continued ...

- 6. Economy
- 7. Town Centre
- 8. Recreation

Members present debated the questions raised within the document and agreed that further consideration be given to the following points following completion of the feedback forms by all members.

- a) Possible Local Nature Reserve at either within the planned expansion of the Community Woodlands at Gullacombes or Nadder Water.
- b) Any proposed bus route through Pathfields Business Park should use the roundabout at the entrance to Pathfields. This is based on the creation of a new Western Bypass road.
- c) Proposed 30mph limit on Station Road and 20mph limit in housing areas – no decision reached and will be discussed by the Traffic and Highways Working Group.
- d) Affordable Housing – It was RESOLVED that members require more detailed information and have requested a visit by Barbara Venn NDC and possible advice from Exmoor National Park Authority. Will the Localism Bill give power to local councils to build houses and possibly promote self build? Cllr Bushell reported on the recent sale of Merton Parish Hall and its conditions of disposal.
- e) Concern was expressed regarding the relocation of the Livestock Market and members agreed that this should be completed before the creation of a supermarket in the Central Development Area.
- f) Further consideration to be given to retail premises on Pathfields Business Park. Manufacturing premises should be allowed to sell their commodities on site and Cllr Bushell suggested that live/work units could be created to encourage small private companies.
- g) The Central Development Area as a whole was discussed at length and members had different opinions regarding the options available to improve and enhance this area. It was agreed that members comments are entered on their feedback forms and will be considered when the draft master document is produced.

The Mayor thanked Mr Holtom and all members for their input with this exercise and the Clerk will await completion of the feedback questionnaires.

There being no further business the meeting closed at 8.46pm.

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE
TOWN HALL, SOUTH MOLTON ON TUESDAY 22 NOVEMBER 2011 AT 7.00PM

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr Mrs C. Lock
Cllr S. W. Lock Cllr Mrs R. McCool
Cllr E. J. Moore Cllr Mrs C. Parkinson
Cllr M. R. J. Smale Cllr. M. F. Way
Cllr. S. K. White

In Attendance: Town Clerk Mr M. G. Gingell
CPSO Mr P Whitehouse.

104/11 **PRAYERS**

Prayers were taken by the Mayor's Chaplain, Rev. M Noakes.

105/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Kingdon and Worden.

106/11 **DECLARATIONS OF INTEREST**

The following declarations of interest were read out by the Town Clerk:

Cllr Bushell – Personal Interest – Item 9 – Youth Council Sub-Committee
Member

Cllr C. Lock – Personal Interest – Item 9 – Youth Council Sub-Committee

Cllr Moore – Personal Interest – Item 11 – Member of North Devon Council
Personal Interest – Item 7 – Mentioned in the letter by Mr
Chapman

107/11 **CHAIRMAN'S ANNOUNCEMENTS**

- a) The Mayor reported that he had attended a recent Snow Warden's Training Event arranged by DCC together with Cllrs Kingdon, Moore and White. Mr P Stanford attended on behalf of the staff. This event proved successful and the Mayor re-iterated that DCC will cover any insurance requirement under their block policy. Cllr Moore expressed his concern to convene a meeting of the Parish Emergency Plan Working Party as soon as possible due to the possibility of severe weather which South Molton experienced in early December 2010. This will be arranged.
- b) The Mayor reported that The Remarkable PR Co were at The Amory Centre on Thursday between 10.00am and 5.00pm regarding the Gunswell Lane housing development by Linden Homes PLC. If any member wishes to meet with them please feel free to attend. A list of invitees has been forwarded to the Clerk. The Remarkable PR CO are also arranging a public consultation event on Tuesday 6 December 2001 in the Town Hall.
- c) The Mayor was pleased to report that he attended the recent opening ceremony of the new pedestrian crossing at the Community College which was opened by TV personality Mr J. Kingdom.

Continued ...

- d) The Mayor reminded members of the Budget meeting which is to be held on Monday 28th November commencing at 6 30pm in The Amory Centre. He stressed the need for all members to attend.
- e) The Mayor passed on his thanks to Paul Whitehouse and Graham James from Devon and Cornwall Police on their prompt support to the lady injured in an accident on Saturday 19th November in South Street.
- f) Cllr Moore raised his concern regarding recent correspondence from NDC regarding the withdrawal of the Parish Grant element over the next three years. The Clerk informed members that this will be discussed at the forthcoming Budget meeting.

108/11 **APPROVAL OF MINUTES**

Town Council

8 November 2011

It was RESOLVED that these minutes be approved.

109/11 **ADOPTION OF COMMITTEE MINUTES**

Parish Emergency Plan Working Party

24 January 2011

It was RESOLVED that these minutes be approved and their recommendations adopted.

Museum Co-Ordinating Committee

18 March 2010

It was RESOLVED that these minutes be approved and their recommendations adopted. The Clerk explained why these minutes required approval.

110/11 **PUBLIC PARTICIPATION**

The Clerk reported that he had received on Monday 21 November 2011 a letter from Mr A Chapman of North Street regarding his concerns over the proposed supermarket on the old Norrington Huxtable site adjacent to Central Car Park. Mr Chapman was not in attendance and it was proposed by Cllr Moore that it be discussed under this agenda item. Members were given a copy to read and much discussion and debate followed on the subject with input from all members present. It was RESOLVED that the Clerk informs NDC of its concerns over this whole matter with particular reference to the lack of consultation with a report presented at a recent meeting of the Executive Committee of NDC. Members of this authority request that both Cllr Moore and Cllr Worden together with the Mayor Cllr Goodman attend all meetings at NDC on this subject to represent the people of South Molton. The Clerk will also forward a suitable reply to Mr Chapman in due course.

111/11 **PANNIER MARKET SCHEDULE OF CONDITIONS OF HIRE**

This item had been placed on the agenda in order for members to formally approve and adopt the document. The Clerk was recommending approval and it was RESOLVED to accept the Clerk's recommendation.

Continued ...

112/11 SOUTH MOLTON YOUTH COUNCIL

Members had previously received a copy letter regarding the above from the Clerk to the Youth Council. Members fully appreciated the circumstances and it was RESOLVED to convene a meeting of the Youth Council Sub-Committee as soon as possible in order to discuss the situation.

113/11 REPRESENTATIVE ON PIP CENTRE

The Clerk reported that he had received a letter from the PIP Centre requesting a new Town Council representative to replace Mrs Sewell. It was RESOLVED that Cllr Parkinson be nominated as the new representative and the PIP Centre will be informed.

114/11 RELOCATION OF LIVESTOCK MARKET

This item had been placed on the agenda at the request of the Mayor and other members following a recent meeting held at NDC with members and officers from that authority. NDC are requesting that SMTC consider a seven year option agreement on land which needs to be determined at Pathfields Business Park for the possible relocation of the livestock market. The Clerk gave members a brief overview of the current situation and reminded members that the land agent Mr J Holtom has received numerous enquiries from companies who wish to relocate or move to Pathfields urgently. Members debated this request from NDC but were not happy to allocate this land for a seven year period and questioned whether NDC had any intentions to move the market at a later date. Members were concerned where funding for a new market could be obtained as they understand the sum of £1,000,000 is the only funding available from NDC and the total cost is much higher (3 to 4 million has been quoted previously). Members noted that the existing licence with the auctioneers does not cease until 2018. It was unanimously RESOLVED that the Clerk informs NDC that this authority will not enter in to any Option Agreement for an area of land at Pathfields Business Park and will contact the policy planning unit in order to commence with releasing the land designated for the livestock market to make it available on the open market for employment related industrial expansion. Members have also requested that NDC are advised of considering an alternative site for the livestock market and an area of land past the new Pathfields roundabout on the left hand side (Deerhills) towards Aller Cross should be re-considered as this was a preferred site many years ago.

115/11 REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED

- a) Cllr White – South Molton Municipal Charities – reported on meeting held on Saturday 19th November 2011.
Cllr McCool – Art Bazaar on Friday 25th November 2011 at the Assembly Rooms.
Cllr Goodman – South Molton Business Association – Forthcoming Late Night Christmas Shopping Event – Friday 2nd December 2011.

Continued ...

Cllr Moore – Royal British Legion – South Molton Branch – reported on recent Parade and Church Service – members considered it was an excellent response by the public and well attended. Members noted that Mr Coates the Council’s RFO was now Branch Secretary.

Cllr Lock reported on a recent meeting he had attended where the future of the Skateboard Park was raised and efforts will be made by both children and parents to support this community facility.

- b) No news to report.
- c) CPSO Paul Whitehouse was in attendance and reported on recent police activity. Concern over thefts from sheds left unlocked. New rural CPSO commencing duties in January 2012. He was pleased to report that he had received an award at a recent ceremony for his service as CPSO for South Molton.

There being no further business the meeting closed at 8.11pm.

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE GARDEN ROOM, THE AMORY CENTRE, 125 EAST STREET, SOUTH MOLTON ON MONDAY 28 NOVEMBER 2011 AT 6.30PM

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. J. Kingdon Cllr Mrs C. Lock
Cllr S. W. Lock Cllr Mrs R. McCool
Cllr E. J. Moore Cllr M. R. J. Smale
Cllr. M. F. Way Cllr. S. K. White

In Attendance: Town Clerk Mr M. G. Gingell
Deputy Town Clerk Mr A. C. Coates

116/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Bushell, Parkinson and Worden.

117/11 **DECLARATIONS OF INTEREST**

Nil.

118/11 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

119/11 **BUDGET FOR FINANCIAL YEAR 2012/2013**

The Mayor invited Mr Coates to address members regarding the enclosed documentation including the Budget Assumption Report. Mr Coates explained in detail his review of both the income and expenditure forecast figures and specific reference was made to the possible reduction in the Parish Grant from NDC. It was RESOLVED that the Clerk forwards a letter of representation to NDC regarding this matter as members believe that many other local parishes have written with their concerns over the phasing out of the Parish Grant over the next three years. Mr Coates referred members to the letter received on 28 October 2011 on this matter. Mr Coates referred members to the Sundry Expenses totalling £26150 and discussion followed on the amounts highlighted within his report.

The time being 6.37pm Cllrs C. and S. Lock joined the meeting.

Further discussion followed regarding the funding of the Skateboard Park which is now managed and the responsibility of this authority.

Mr Coates explained his reasons for the precept to remain unchanged at £180,000 and recommended this figure to members.

Members then considered the following;

- a) It was RESOLVED the Budgeted Profit and Loss Account for the year ending 31 March 2013 be approved.

Continued ...

- b) It was RESOLVED that the Comparative Budgeted Profit and Loss Account for the year ending 31 March 2013 be approved.
- c) It was RESOLVED that the Estimated Revenue Reserves for the year ending 31 March 2013 be approved.
- d) Members noted the Budget Assumptions for the 2012/2013 financial year.
- e) Members noted the estimated movement on Capital Reserves for the year ending 31 March 2012.

120/11 It was unanimously RESOLVED to formally approve the budgets and that the precept for the financial year 2012/2013 remains unchanged at £180,000. It was further RESOLVED that following the proposition from Cllr Moore the Clerk is to write to NDC requesting if any financial assistance can be obtained for the proposed extension to the Cemetery. Monies should be available from NDC Section 106 funds.

There being no further business the meeting closed at 7.15pm

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE
TOWN HALL, SOUTH MOLTON ON TUESDAY 13 DECEMBER 2011 AT 7.00PM

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr M. J. Kingdon
Cllr Mrs C. Lock Cllr S. W. Lock
Cllr Mrs R. McCool Cllr E. J. Moore
Cllr Mrs C. Parkinson Cllr M. R. J. Smale
Cllr. M. F. Way Cllr. S. K. White
Cllr D. J. Worden

In Attendance: Town Clerk Mr M. G. Gingell
Deputy Town Clerk/RFO Mr A C Coates

121/11 **PRAYERS**

In the absence of the Mayor's Chaplain Cllr Worden took prayers.

122/11 **APOLOGIES FOR ABSENCE**

Nil.

123/11 **DECLARATIONS OF INTEREST**

The following declaration of interest was read out by the Town Clerk:
Cllr Worden – Personal Interest – Item 7 – NDC Member

124/11 **CHAIRMAN'S ANNOUNCEMENTS**

The Mayor reported that the South Molton reporter on the North Devon Journal had left and a replacement has been appointed and he was awaiting contact. This was confirmed by Mr P Henderson, Editor of the South Molton and District News who was in attendance at this meeting.

The Mayor also reported on the recent success of several events in the town including: Handel's Messiah – Pannier Market – 27 November 2011

Winter Wonderland – Town Centre – 2 December 2011

Fatstock Show – Pannier Market – 11 December 2011.

It was agreed by all members that these events had been a great success and requested that letters of congratulations be forwarded to the relevant organisers which the Clerk will arrange as soon as possible. Members were pleased to learn that the Winter Wonderland had been the subject of a full page article in the Sunday Telegraph on 11 December.

125/11 **APPROVAL OF MINUTES**

Town Council 22 November 2011

It was RESOLVED that these minutes be approved.

Town Council 28 November 2011

It was RESOLVED that these minutes be approved.

Continued ...

126/11 **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 N14 – Mr C. E. Winters, 16 Widgery Drive, South Molton, EX36 4DR

127/11 **TOWN CENTRE DEVELOPMENT**

This item had been placed on the agenda at the request of Cllr Worden and the Mayor invited him to report. Cllr Worden reported on that morning's NDC's Executive Committee meeting where it was agreed that Central Car Park will be free on the afternoons of 15,16,17,22,23, and 24 December from 2pm to 6pm in order to assist Christmas shoppers. It was also agreed to amend the charges for the car park behind The Amory Centre but this will only be actioned when the adjacent sheep pens have been removed. No change to the charges will be made until the 1 September 2012 at the earliest. Cllr Worden then reported on the recent letter forwarded to NDC regarding the above following a letter received from a parishioner which was discussed at the Town Council meeting on Tuesday 22 November. Cllr Worden who did not attend this meeting due to a prior engagement was concerned and upset with the content of the reply to the parishioner and to NDC. Heated discussion followed between Cllr Moore and Cllr Worden and other members were not happy with this situation and Cllr Way stated that both members should work together for the benefit and long term future of the town. Cllr Worden reminded members that it is the intention of NDC to convene a meeting in early 2012 with the Town Council to discuss the above and produce a definitive plan to secure the future viability of this area. Before the discussion became more intense Cllr Lock motioned a Point of Order and the Mayor intervened and it was RESOLVED to discuss the next item on the agenda. .

128/11 **DART PARK ALLOTMENTS**

Members had previously received a brief report compiled by the RFO and it was RESOLVED to note its content.

129/11 **CHURCH PARADES**

Members noted the contents of a letter received from the Chairman of the South Molton Town Band and the Clerk's reply. Members were very sorry to learn of the band's decision and it is hoped that a satisfactory conclusion can be reached before the next planned Church Parade to be held on Sunday 17 June 2012. Members will assist wherever possible to recruit new members in order for the band to secure its future for all generations to enjoy.

There being no further business the meeting closed at 7.30pm.

Chairman

Date

MINUTES OF A MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE
TOWN HALL, SOUTH MOLTON ON TUESDAY 10 JANUARY 2012 AT 7.00PM

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr M. J. Kingdon
Cllr Mrs C. Lock Cllr S. W. Lock
Cllr Mrs R. McCool Cllr E. J. Moore
Cllr Mrs C. Parkinson Cllr M. R. J. Smale
Cllr. M. F. Way Cllr. S. K. White
Cllr D. J. Worden

In Attendance: Town Clerk Mr M. G. Gingell
Deputy Town Clerk/RFO Mr A C Coates

130/11 **PRAYERS**

Prayers were taken by the Mayor's Chaplain Rev. M. Noakes

131/11 **APOLOGIES FOR ABSENCE**

Nil.

132/11 **DECLARATIONS OF INTEREST**

The following declaration of interest was read out by the Town Clerk:
Cllr Way – Personal Interest – Item 7 – Customer
Cllr Worden – Personal Interest – Item 8 – NDC Member

133/11 **CHAIRMAN'S ANNOUNCEMENTS**

The Mayor was delighted to report that Mr W Webber had been awarded an MBE in the New Year's Honours List for his service to the Royal British Legion – South Molton branch over a period in excess of 50 years. All members were pleased to learn of this news.

134/11 **APPROVAL OF MINUTES**

Town Council 13 December 2011
It was RESOLVED that these minutes be approved.

135/11 **ADOPTION OF COMMITTEE MINUTES**

Central Park Working Group 21 September 2010
It was RESOLVED that the these minutes be noted and the recommendations be approved.

136/11 **SMR PHEONIX**

The Mayor invited Miss K. Penfold, General Manager and Mr C. Robb, Shop Manager to address members regarding the above. Miss Penfold informed members that NDC had issued notice to their organisation and they were therefore looking at suitable alternative premises to trade within the town centre. They were also looking at shop premises in South Molton as a

Continued ...

separate retail area. South Molton Recycle has traded for over 26 years in the town and is considered a very valuable community asset. All members agreed that they must stay in South Molton. Miss Penfold's proposal is to rent the portion of the Pannier Market that was used by Royal Mail to store their company vehicles. These premises extend to over 400 sq feet, which according to Mr Robb would be adequate but more space would be desirable. All members agreed that this was an excellent idea and it was RESOLVED to agree in principle to allow SMR Phoenix occupation of this area (terms and conditions to be agreed). SMR Phoenix must provide members with a detailed plan for further consideration at a Town Council meeting and liaise with English Heritage due to the buildings listed status. During the debate on this item Mr S. Carter from Mole Valley Farmers was granted permission to speak by the Mayor. Cllr Way abstained during the voting process thereon.

137/11 **SOUTH MOLTON TOWN CENTRE REGENERATION**

This item had been agendad at the request of the Mayor who had that morning attended a meeting of NDC's Executive where the above subject was debated further following a report by a senior officer. The Mayor informed members that NDC was in discussion with Tesco PLC regarding a possible land swap proposal in the Central Car Park area. Tesco would give up the land it currently owns at Norringtons Yard for a part of the North Devon Council's owned car park. The site for a proposed foodstore is still yet to be determined and concern was raised by members on the number of parking spaces that would be available particularly on a Thursday. No planning application has been received by NDC but members are anxious that they voice their concerns at an early stage before any documents are signed. It was suggested that representatives from Tesco PLC be invited to a forthcoming Town Council meeting but it was RESOLVED in the first instance that Brian Greenslade, Leader NDC and Mrs Diana Hill, Head of Property and Technical Services NDC be invited to a Town Council meeting to discuss the situation. Brief discussion followed regarding the future of the livestock market and members will discuss this with Mr Greenslade and Mrs Hill when they attend a meeting.

There being no further business the meeting closed at 7.45pm.

Chairman

Date

