

MINUTES OF THE MEETING OF THE ANNUAL MEETING OF SOUTH MOLTON TOWN COUNCIL HELD IN THE TOWN HALL, SOUTH MOLTON ON TUESDAY 10 MAY 2015 AT 7.00pm

Present: In the Chair: Town Mayor Cllr D. J. Goodman
Cllr M. Bushell Cllr M. Cornelius
Cllr Mrs J. H. 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
Cllr Mrs S. Yeo

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

1/16 **NOMINATION AND APPOINTMENT OF MAYOR FOR 2016/2017 MUNICIPAL YEAR**

It was RESOLVED that Cllr S. W. Lock be the Mayor of South Molton for the 2016/2017 municipal year. 10 For – 2 Abstained
Cllr Lock took the chair.

2/16 **DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN/MAYOR**

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

3/16 **NOMINATION AND APPOINTMENT OF DEPUTY MAYOR FOR THE 2016/2017 MUNICIPAL YEAR**

It was RESOLVED that Cllr M. Cornelius be appointed as Deputy Mayor of South Molton for the 2016/2017 municipal year. 11 For – 1 Against

4/16 **APOLOGIES FOR ABSENCE**

Nil.

5/16 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman suggested that Councillors who were Chairmen of the Council's Committees should attend a Chairman's course one of these would be held in the Amory Centre.

6/16 **DECLARATIONS OF INTEREST**

Nil.

7/16 **APPOINTMENT OF COMMITTEES 2016/2017**

- a) (i) **Planning Committee** - RESOLVED that membership consists of Cllrs Bushell, Cornelius, C. Lock, Moore, Worden, Yeo & Mayor ex officio

Continued ...

- (ii) RESOLVED that Cllr Cornelius be elected as Chairman. 10 For – 2 Abstained
- (iii) RESOLVED that Cllr Bushell be elected as Vice Chairman. Unanimous.

At this point in the meeting Cllr Foster left to attend the AGM of the District Volunteer Bureau.

- b) (i) **Finance Committee** - RESOLVED that membership consists of Cllrs Bushell, Cornelius, Foster, Goodman, Kingdon, Lewis, C. Lock, Way & Mayor ex officio.
 - (ii) RESOLVED that Cllr Way be elected as Chairman. Unanimous
 - (iii) RESOLVED that Cllr C. Lock be elected as Vice Chairman. Unanimous
 - c) (i) **Staff Committee** - RESOLVED that membership consists of Cllrs Cornelius, Goodman, Kingdon, C. Lock, Moore, Way & Mayor ex officio.
 - (ii) RESOLVED that Cllr Kingdon be elected as Chairman. Unanimous.
 - (iii) RESOLVED that Cllr Moore be elected as Vice Chairman. Unanimous.
- Members noted that the Chairman and Vice Chairman of the following committees are elected at their first meeting of the Municipal Year:
- d) **Amenity Areas Sub-Committee** – RESOLVED that membership consists of Cllrs Bushell, Cornelius, Foster, Kingdon, Lewis, Moore, Way, Worden, Yeo & Mayor ex officio
 - e) **Policy, Procedures & Strategy Sub-Committee** RESOLVED that membership consists of Cllrs Cornelius, Foster, C. Lock, Moore, Worden & Mayor ex officio
 - f) **Swimming Pool Group** - RESOLVED that membership consists of Cllrs Bushell, Cornelius, Moore, Way & Worden
 - g) **Queens Birthday Working Party** – RESOLVED that membership consists of Cllrs Bushell, Worden & Yeo
 - h) **Neighbourhood Plan Steering Group** – RESOLVED that membership consists of Cllrs Bushell, Cornelius, Foster, Worden & Yeo

8/16 **TO CONSIDER THE POWERS OF COMMITTEES**

It was RESOLVED that the Planning, Finance, Staff Committee, Amenity Areas Sub-Committee and Policy, Procedures & Strategy Sub-Committee should have full powers to act and that all other Committees, Sub-Committees, Working Parties and Steering Groups make recommendations to the full Town

Continued ...

Council. It was further RESOLVED that the Amenity Areas Sub-Committee be authorised a maximum spend of £10,000 per item. Unanimous.

9/16 **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. Unanimous.

10/16 **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, in his absence Cllr Bushell
- South Molton Twinning Association Cllr Lewis
- South Molton Business Association Cllrs Bushell, Goodman, Moore
- Crime Prevention Panel Cllrs Bushell, S. Lock, Worden
- Tree Warden Cllr Foster
- South Molton Municipal Charities (Trustees)
 - Mr M. Smale
 - Mr S. White
 - Cllr Way
 - Cllr S. Lock
- The Town Clerk is to ascertain if Cllr Bushell can be added to the above.
- Pathfields Business Forum Cllr Kingdon
- Friends of Community Woodland Group Cllr Foster
- South Molton Community Sports & Physical Activity Network (SMCSPAN) Cllrs Bushell, Worden
- Royal British Legion – South Molton Branch
 - Mr A. Coates
- 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 Clerk is to obtain legal advice as to whether Cllr Representatives can be added to the Trustees. The findings will be brought back to full council.
- 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 8.02pm.

Chairman

Date

MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE TOWN HALL, SOUTH MOLTON ON TUESDAY 24 MAY 2016 IMMEDIATELY FOLLOWING THE ANNUAL TOWN MEETING AT 7.00PM

Present:

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

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

23/16 **PRAYERS**

The meeting was opened in prayer by the Mayor's Chaplain, Rev S. Innals.

24/16 **APOLOGIES FOR ABSENCE**

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

25/16 **DECLARATIONS OF INTEREST**

The following declaration of interest was read out by the Town Clerk:
Cllr Foster – Personal Interest – Item 10 – Chair FOSMCW Facilitating Project

26/16 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman mentioned that, having been on a Chairman's course in the past, he would give priority to people that had not previously spoken during debates at that Council meeting.

The Chairman also mentioned that the Football Club meeting last week was a pleasure to Chair as all members present respected the rules of debate.

The Chairman also stated that last Thursday he and the Town Clerk met Des Brayley and Martin Williams from North Devon Council regarding Central Car Park and various issues were discussed including re-siting the recycling bins, free coach parking and the 12 hour parking limit.

27/16 **PUBLIC PARTICIPATION**

No items were raised by members of the public.

28/16 **APPROVAL OF MINUTES**

Town Council 26 April 2016

It was RESOLVED that these minutes be approved. Cllr Worden abstained from voting as he was not present at that meeting.

Annual Meeting of Town Council 10 May 2016

It was unanimously RESOLVED that these minutes be approved.

Continued ...

29/16 **ADOPTION OF COMMITTEE MINUTES**

Amenity Area Sub-Committee 2 March 2016

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

30/16 **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 P30 – Mrs Rachel Exon, 47 Nadder Meadow, South Molton, EX36 4BR

Exclusive Right of Burial – Plot P32 – Mrs Hilary Palmer, 24 Aclands, South Molton, EX36 4AX

31/16 **DART PARK ALLOTMENTS**

Members noted that two requests had been received from the tenants of Allotments 2A and 18A at Dart Park to erect sheds on their allotments not exceeding 8' x 6'. It was RESOLVED that these requests be approved.

8 For 1 Abstained.

32/16 **SOUTH MOLTON CULM AND WETLANDS CENTRE**

Cllr Foster reported on a proposal to build a Wetland Centre on Town Council owned land off the B3226 at Common Moors. This development would include a Tourist Centre with car parking facilities. Cllr Foster outlined the details of the project and the Clerk proposed that the resolution put to members is to submit a pre-application planning enquiry in order to ascertain any conditions that may be required for the project to progress. The cost to the Council for this application would be £50. It was unanimously RESOLVED that this proposal be accepted.

33/16 **COUNCIL POLICY**

The Town Clerk suggested to members that this agenda item be split into two resolutions. Firstly the use of electronic devices – it was RESOLVED that the Town Council allows the use of electronic devices at meetings as long as they are used with care and respect to other Councillors and that the Chairman, at his discretion, can request that use ceases if it is causing a nuisance. Secondly the use of e-cigarettes – It was RESOLVED unanimously that the use of e-cigarettes be banned at Council meetings.

34/16 **TOWN CLERK'S REPORT TO MEMBERS**

- i) Arts Council Grant – The Research and Development Grant for £10K has been submitted and the Council should have an answer by mid June. There are already some artists who are interesting in showing their art on the enhancement.
- ii) Scaffolding – Three towers of scaffolding, down to the middle of the Pannier Market should be coming down tomorrow.
- iii) BMX Track – Commencement date of 13 June.

Continued ...

- iv) Parrot Feather in the Recreation Ground Pond – The contractors will be doing the works on 13 June.
- v) Maclins Quarry – The Town Clerk contacted the company who sub-lets from DCC (Coastal Recycling Ltd) and he was informed that at present they have not re-negotiated a new lease and that there are no plans to increase opening hours. The Town Clerk will be writing to them to ask what the long terms plans are.
- vi) Cemetery – We have had several complaints about the length of the grass in the Cemetery – it should be back to normal by the end of the week. Our staff have been very busy and they are one person short which does not help the situation. The Town Clerk apologised for any inconvenience this has caused users of the Cemetery.
- vii) The Clerk reported that the next meeting of the Queen’s Birthday Working Group would be held on Wednesday 25 May 2016 at 6.30pm.

35/16 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Worden attended a Crime Prevention meeting where it was established that only 13 crimes for the 26 parishes had occurred around South Molton for the month of April.
Cllr Worden reported on the recent SM Sports Network meeting where all clubs present reported growth in their membership
He also reported that Julie Colman was considering organising a run around the Woodlands and Recreation Ground on Saturday mornings.
Cllr Worden also reported that the Local Plan had now been adopted and was being submitted to the Secretary of State for approval.
Cllr Foster had attended the SMVB AGM where it was reported that journey numbers were on the increase.
She also reported that the Community Woodlands had been judged for the North Devon Show and was pleased to report that South Molton had been awarded 1st Prize in the Community/Schools Section.
Cllr Bushell requested the Clerk to write to those Councillors who were involved with the initial woodland created c.1993 to inform them of this win and to let them know how proud we are to continue their works.
Cllr Lock reported that he had attended a seminar on the Emergency Plan and that he would be requesting that the South Molton Emergency Plan be updated in the near future.
- b) No issues were raised by North Devon Councillors.
- c) No Police were in attendance to report to members.
- d) Cllr Yabsley was not in attendance to report to members.

36/16 It was RESOLVED under the provision of the public bodies (Admission 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.

Continued ...

39/14 It was RESOLVED that the meeting return to open session.

There being no further business the meeting closed at 8.01pm.

Chairman

Date

MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD IN
THE TOWN HALL, SOUTH MOLTON ON TUESDAY 28 JUNE 2016 AT 7.00PM

Present:

In the Chair Town Mayor Cllr S. W. Lock
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. E. Lock Cllr E. J. Moore
Cllr M. F. Way Cllr D. Worden
 Cllr Mrs S. Yeo

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

40/16 **PRAYERS**

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

41/16 **APOLOGIES FOR ABSENCE**

Nil.

42/16 **DECLARATIONS OF INTEREST**

The following declaration of interest was read out by the Town Clerk:
Cllr Lewis – Personal Interest – Item 7 – Acquainted with many local artists

43/16 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

44/16 **PUBLIC PARTICIPATION**

Mr Barry Gouldbourne from the Rotary Club spoke to members about the 'Man Shed' movement and asked the Town Council to give their approval to set up a man shed in South Molton in order that they can apply for funding such as Lottery grants and grants from other institutions, The Town Clerk advised members that he would write to Mr Gouldbourne approving, in principle, the Councils support for this project.

Cllr Way mentioned that the Cemetery was not looking as good as it was last year and he suggested that either a Staff Committee meeting or an informal meeting with Matt Ray be called in order to discuss the way forward with the grass cutting in the Cemetery.

The Mayor informed members that the Cemetery would be given top priority this week and that all staff will be tending the Cemetery at the expense of other jobs which we had taken over from Devon County Council.

45/16 **APPROVAL OF MINUTES**

Town Council (Mayor Choosing) 18 May 2016

It was RESOLVED that these minutes be unanimously approved.

Annual Town Meeting

24 May 2016

Continued ...

It was RESOLVED that these minutes be unanimously approved.

Town Council 24 May 2016

It was RESOLVED that these minutes be unanimously approved.

46/16 **ARTS COUNCIL GRANT**

Mr Michael Munro-O'Brien addressed members regarding the successful outcome of the Arts Council Grant application and informed members that £9500 had been awarded to the Town Council. He advised that an artist would be hired with the grant monies allocated to ascertain what art would be in the best interest of South Molton and that would make the town an 'art destination'. This would be in consultation with the residents of the town. It would be anticipated that early next year a further grant might be obtained for the installation of artwork in South Molton. The Clerk advised that there would be a cost of approximately £900 to the Town Council towards this initiative and it was unanimously RESOLVED that Mr Munro-O'Brien be instructed to proceed with this project.

47/16 **QUEEN STREET AND KING STREET**

Members noted that the Clerk had spoken to Cllr Yabsley regarding changing the direction of traffic through Queen Street to a 'one-way system'. Following discussion it was RESOLVED that any decision is deferred until such time as the Town Clerk has obtained recommendations and comments from the emergency services regarding a one-way system in this area. 10 For 1 Against 1 Abstained.

48/16 **RUTS IN HIGHWAY**

Members discussed the pedestrian issue of ruts in the highway around the enhancement and it was unanimously RESOLVED to contact Cllr Yabsley for his attention on this matter. It was also noted that there had been several incidents regarding pedestrians who have tripped due to the uneven surface.

49/16 **TREE IN COMMUNITY RECREATION GROUNDS**

Following a discussion regarding the merits of planting a Magnolia tree in the Community Woodlands to commemorate the 90th Birthday of HRH Queen Elizabeth II, it was RESOLVED to plant an Oak tree rather than a Magnolia tree in the Community Woodlands. The voting was 6 For 6 Against with the casting vote by the Chairman in favour of the resolution. For – Cllrs Lock, Foster, Lewis, Cornelius, Kingdon and S. Lock. Against – Cllrs Yeo, Worden, Goodman, Way, Moore and Bushell.

50/16 **ANNUAL RETURN 2015/2016**

Members noted the above document (Section 1 Annual Governance Statement 2015/2016 and Section 2 Accounting Statements) and it was RESOLVED that these documents be unanimously approved.

Continued ...

51/16 TOWN CLERK'S REPORT TO MEMBERS

Before the Town Clerk spoke the Chairman mentioned the Dementia Awareness talk on 12 July 2016 and that an invitation will be sent to all Councillors.

- i) Cottage Homes – the Town Clerk asked Councillors again if anyone was interested in becoming a Trustee of Cottage Homes in 2017 when a vacancy is likely to arise. Cllr Moore stated that he would like his name to be put forward.
- ii) Pond at Community Woodland – The Town Clerk reported that the parrot feather had been removed from the pond and that the contractor would be returning next Monday to remove the parrot feather from the Woodlands bank.
- iii) Woodlands Car Park at Hacche Lane – depending on the Cemetery works the Maintenance Operatives would be tidying up the car park in the woodlands and filling in the potholes this week.
- iv) Pannier Market Gates – these are being installed within the next two weeks.

52/16 REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED

- a) Cllr Lewis informed members that the Twinning Association took £63.10 at their market stall at the Olde English Fayre. The Safari Supper would be held on 23 July and the next meeting on 14 July.
Cllr Moore informed members of the North Devon Link Road Options Consultation which sets out the forthcoming strategy for improvements to North Devon Link Road. He asked members to fill in the questionnaire and to look at the scheme objectives copies of which will be held in the Amory Centre. The closing date for this consultation was 29 July.
- b) Cllr Worden reported on the proposed plans for recycling and waste collection to be discussed at the NDC Executive meeting on Monday 4 July. Councillors had been forwarded the proposals for discussion on this date and it was suggested that any comments prior to the meeting be emailed to the Town Clerk to forward on to the Leader of NDC.
- c) No Police were in attendance to report to members.
- d) Cllr Yabsley was not in attendance to report to members.

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 26 JULY 2016 AT 7.00PM**

Present:

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

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

53/16 **PRAYERS**

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

54/16 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Lewis and Worden.

55/16 **DECLARATIONS OF INTEREST**

The following declaration of interest was read out by the Town Clerk:
Cllr C. Lock – Personal Interest – Item 10 – Work for NHS

56/16 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman informed members that the Bishop of Crediton, Rev Dame Sarah Mullally will be visiting South Molton on Saturday 30 July 2016 at 9.30am and any Councillor is welcome to come along.

57/16 **YMCA – YOUTH RESOURCE CENTRE**

Mr Peter Stephenson was in attendance and updated members regarding the following matters:

Current legal status – the long term lease is held by a new charity, YMCA Centre (South Molton), part of the YMCA Exeter group.

Regular users include youth & children's provision, family support, disability groups, elderly provision, faith groups and sports & activity groups.

Future Plans – employment of a Centre Manager and a Youth Development Manager and Affordable Housing for the Youth Plan.

Mr Stephenson thanked the Council for all the support they had given in the handover of the lease to the YMCA last year.

58/16 **PUBLIC PARTICIPATION**

Karen Nicholls spoke about the state of the Cemetery around the graves and said she was very disappointed in how the Cemetery was looking. The Town Clerk was very apologetic and stated that the previous day he had instructed the Manager of Estates to double the cutting sequence at the top part of the

Continued ...

Cemetery around the new graves. The Town Clerk stated that as a result of this the lower part of the Cemetery, inside the entrance, may not be maintained to the same level.

Mr Herniman asked if he could read out a statement regarding conduct of councillors at meetings. He hoped councillors would not bring any disputes between themselves to the meeting and that they should be acting in the best interest of the town.

Mr Henderson pointed out that the South Molton Business Association does not legally exist at the moment and was wondering what the Town Council would be doing about the Winter Wonderland booking in December. The Town Clerk replied that he had already emailed Mr Walker of SMBA and that he had replied that he would be calling a special meeting of SMBA as soon as possible. The Town Clerk and Mayor had informed Mr Walker that the booking would be reviewed at the end of July.

Cllr Moore asked when the BMX Track would be opening and the Clerk replied that the Council was waiting for the fencing around the track to be completed which should be within the next few weeks.

59/16 **APPROVAL OF MINUTES**

Town Council 28 June 2016

It was RESOLVED that these minutes be unanimously approved.

60/16 **EXCLUSIVE RIGHT OF BURIAL DOCUMENT**

Members noted that an Exclusive Right of Burial document granted on 22 September 2015, in the name of Kevin Andrew and Mrs Carol Ann Rendle, in respect of Plot P023 in South Molton Cemetery had been transferred to Plot P033 with effect from 22 July 2016.

61/16 **NDC'S REFUSE AND GREEN WASTE COLLECTION**

Cllr Moore had requested that this item be placed on the agenda for discussion and outlined NDC's proposals regarding the introduction of a chargeable garden waste collection service, a weekly food waste collection with a three weekly cycle for normal waste. Cllr Moore informed members that this had not yet been agreed by NDC but that it had been implemented in other areas in Devon. Cllr Moore also mentioned the fact that Bratton Fleming had a composting scheme in the village and suggested that South Molton Town Council should speak to either Rodney Cann or Malcolm Prouse to gather further information on that scheme. Cllr Moore asked that the Clerk circulates the minutes of the NDC's Overview and Scrutiny Committee held on 21 July 2016 to all members. As per the agenda no resolution was made on this item.

62/16 **CAMPAIGN FOR POSSIBLE HOSPITAL CLOSURES**

Cllr Goodman had requested that this item be placed on the agenda and members noted a report that he had compiled. Cllr Goodman reported on the campaign group that had been formed regarding the possible closure of community hospitals. He asked members if they were happy for him to attend

Continued ...

any future meetings of the group in order that South Molton is represented and kept up to date with any future developments and this was unanimously agreed.

63/16 REFUGEES IN SOUTH MOLTON

Cllr Foster explained to members the situation as it stands at the moment regarding the Refugee Forum for relocating and housing refugees. A discussion ensued with questions and statements from the floor and the following was RESOLVED:

1. That the Town Council writes to NDC urging them to actively engage in the Government's Syrian Vulnerable Persons Relocation scheme. Unanimous
2. That an article is included in the next SMTC newsletter and news from SMTC in South Molton News explaining the scheme and asking anyone with a suitable property likely to be vacant for 5 years to contact the Town Clerk. 6 For 4 Against.

64/16 AMORY CENTRE – ROOM HIRE WITH NDC

Members noted a report compiled by the Town Clerk and it was RESOLVED to accept the proposal that NDC relinquish their lease for the hire of the room adjacent to the Town Clerk's office in the Amory Centre before its expiry date of 2 November 2018. The agreement states that, since the room has been re-let to another organisation, the deal incorporates provision that no financial loss will be suffered by the Town Council and that cover by NDC in the reception area will be guaranteed for the four years from 1 October 2016.

65/16 NEIGHBOURHOOD PLAN

Further to a recent informal meeting with councillors and Maria Bailey in respect of the above it was RESOLVED that Maria Bailey Consultants Ltd be appointed, at a maximum cost of £7000, which can be claimed back from the Government, to proceed with the formulation of a Neighbourhood Plan for South Molton. It was further RESOLVED that Cllrs Bushell, Cornelius and Foster be nominated to be part of a Neighbourhood Working Party and the Clerk will ask Cllr Worden if he would also like to be part of this forum.

66/16 TOWN CLERK'S REPORT TO MEMBERS

The Town Clerk apologised to members that due to a break in he had not had time to compile a report but outlined the following:

- a) A break-in had occurred in the Constables Room in the Town Hall and he had been dealing with the Police regarding this matter that afternoon.
- b) The Clerk had managed to establish the buyer of Norringtons Yard and that this was a company called Spirebourne Ltd based in Witheridge, who deal with septic waste. They exchanged last month and are apparently waiting to complete after the present landowner has removed the underground tanks at the property.

Continued ...

67/16 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Bushell had recently attended a joint meeting between Somerset and Devon Associations of Local Councils re Heart of the Southwest Devolution prospectus (scheduled for 24 August). He said agreement was required on who would attend (suggesting 5 reps plus the County Secretary and including one rep from the Larger Councils Committee and others around the region) on the status of Devolution deals/proposals.
- b) No issues were raised by North Devon Councillors.
- c) PCSO Paul Whitehouse informed members that crime was still low in the area and that police numbers are still being reduced. He also mentioned that there was a new sergeant for the area on a temporary basis.
- d) Cllr Yabsley informed members that the Police and Crime Commissioner would be addressing DCC on Thursday.
Cllr Yabsley mentioned the Link Road consultation bid and hoped that the Town Council had submitted its own reply to the consultation survey to which the Town Clerk replied that this had already been done.
Cllr Yabsley also mentioned that there was a Devolution meeting this Thursday and that this was hopefully soon to be negotiated with the minister responsible.
Cllr Yabsley advised that Beech House is soon to be placed on the open market.

There being no further business the meeting closed at 8.30pm

Chairman

Date

MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE TOWN HALL, SOUTH MOLTON ON TUESDAY 27 SEPTEMBER 2016 AT 7.00PM

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

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

68/16 **PRAYERS**

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

69/16 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Kingdon and Lewis.

70/16 **DECLARATIONS OF INTEREST**

Nil.

71/16 **CHAIRMAN'S ANNOUNCEMENTS**

Cllr Goodman advised members that he thought it would be a good idea to write to the North Devon Healthcare Trust, the CCG and our local MP regarding the possibility that has been put around in the press that the A & E., the Stroke and the Maternity units at the hospital may shut. Cllr Goodman suggested that in this letter we state it would be ridiculous to close these units, especially as the North Devon Hospital covers remote areas in Devon. Cllr C. Lock also suggested that we also write to the Health Secretary. Members were in agreement that this should be done.

72/16 **PUBLIC PARTICIPATION**

No matters were raised by members of the public.

73/16 **APPROVAL OF MINUTES**

Town Council 26 July 2016

It was RESOLVED that these minutes be approved. Cllr Worden abstained as he was not present at the meeting of 26 July 2016.

74/16 **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 P34 – Mr Kevin and Mrs Carol Ann Rendle, 6 Paramore Way, South Molton, EX36 4BW

Exclusive Right of Burial – Plot P36 – Mr Roger B. Searle – 6 Parsonage Lane, South Molton, EX36 3AX

Continued ...

Exclusive Right of Burial – Plot P23 – Mrs Dorothy Greenslade, Elliott House, Filleigh, Barnstaple, EX32 0RL

75/16 Cllr Worden had requested that the following issues be placed on the agenda for members consideration and the following was RESOLVED:

- a) That no resolution be made on placing bollards at the South Street end of Queen Street.
- b) Following discussion and information gathered by the Town Clerk on the composting scheme at Bratton Flemming it was RESOLVED to investigate further the possibility of installing a composter in South Molton and arranging a visit to Bratton Flemming with the Town Clerk and some councillors.
- c) That we write to the County Council and ask for enforcement action to be taken where utility companies have failed to make good where the highways and pavements have been dug up and not replaced properly.
That the Town Council registers its dissatisfaction with the state of the pavement slabs in the centre of South Molton and ask the Highways authority to re-examine the process involved in determining pavement defects bearing in mind the number of accidents they are causing and the cost to the NHS.
That letters be written about this to Councillors Stuart Hughes, David Whitton and Jeremy Yabsley with copies going to Richard Sables, Bob Short and our MP.

76/16 **TOWN CLERK'S REPORT TO MEMBERS**

- a) Norringtons Yard Area – the Town Clerk informed members that he had asked NDC to look into the Council purchasing the land where the old Recycle Shop used to be. NDC are in the process of valuing this for best value and the Town Clerk will bring this back to full Council once a figure has been discussed.
- b) Fire in Central Park – the Town Clerk reported that on Sunday night there was a fire at the Skatepark in Central Park where part of the outside fencing was totally destroyed. The Police have been informed and a crime number given and the Clerk reported that the Town Council staff would be replacing the fencing later this week.
- c) Town Hall & Pannier Market – The Town Hall and Pannier Market scaffolding will all be taken down by the end of next week. The Clerk reported that there are still some outstanding drain issues separate from the main contract which will require discussion by the Council.
- d) Pannier Market Toilets – The Town Clerk reported that the Town Council have taken over the cleaning of the toilets as from 26 September 2016 and that they would be inspected periodically during the day and he also reported that the new toilet next to the disabled toilet has now been open 24 hours a day for several weeks.
- e) Pathfields Business Park Phase 4 – The Town Clerk reported that the Council had formally applied for funding for the roadway on its part of the land at Bucknell Way the amount being for £1 million. The Council was informed yesterday that there are 20 applicants chasing the same fund so the Council may not be

Continued ...

- successful. If this is the case, the Council will need to do a business plan to establish whether the project is viable in its present form.
- f) Neighbourhood Plan – the next meeting which will be one of the first public meetings will be held on Saturday 22 October 2016 at 10am in the Town Hall.
 - g) Local Government Finance Settlement – In this consultation which continues until 28 October 2016 the main relevant questions are regarding the possibility of capping the precept increase for Town and Parish Councils. The consultation is suggesting that the items to be discussed are that the larger precepting authorities (£500,00 or more) will have to hold a referendum to increase the precept over 2%. This therefore will not affect South Molton Town Council. However there is Clause 3.3.6 which states the Government “may extend the referendum principles to all local precepting authorities”. The Town Clerk intends to say ‘no’ to Clause 3.3.6 as he believes Town Councils should have flexibility as the bottom tier of local government regarding their own precept especially as services have been devolved from District and County levels.
 - h) Tourist Information Centre – The Town Clerk reported that the new committee of the TIC decided that the TIC is not financially sustainable going forward. It was agreed to pass the website over to the Town Council for a trial period together with the leaflets and some of the surplus stock which would be displayed in the foyer of the Amory Centre. There would be no extra cost to the Council for this interim measure but if it works well at the Amory Centre the Town Clerk would bring it back to the full Council for further discussion. The Town Clerk informed members that the Council had put in £13,950.00 over recent years and the Finance Committee have considered the finances of the TIC on several occasions. The TIC Committee did stress it was nothing to do with the Council that they had decided to wind up the TIC in South Molton.

77/16 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Bushell reported that the DALC Annual Report mentioned a report compiled by the Town Clerk regarding the outdoor gym equipment in Central Park. He also mentioned that the DALC AGM would be held on 11 October to include break-out discussion groups to include relevant topical issues.
Cllr Goodman reported that the PIP Centre in Central Park would now be sub-letting to a local charity.
Cllr Foster mentioned that she and Cllr Worden had attended the Care Commissioning Group EGM on 31 August which was widely thought was to do with the closure at North Devon Hospital but was in fact to sign off their own closure of community beds and that this document was no longer relevant.
Cllr Foster also mentioned the Wetlands Group and advised that the grant deadline had passed so the group had withdrawn from this round of funding.
Cllr Foster told members that Devon Wildlife Trust was still working with the group.
- b) Cllr Moore attended the North Devon Homes AGM whereby it was reported that the new office would soon be opening at the Amory Centre in South Molton.

Continued ...

- c) Graham James mentioned that there had been a few incidents recently with windows being smashed and intruders in some businesses in South Molton. The police were anxious to keep crime down in South Molton at its low level and he also mentioned that there had been some parking issues within the town. The next meeting of the Crime Prevention Panel would be held on 19 October.
- d) Cllr Yabsley was not in attendance.

There being no further business the meeting closed at 8.15pm

Chairman

Date

MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE TOWN HALL, SOUTH MOLTON ON TUESDAY 25 OCTOBER 2016 AT 7.00PM

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

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

78/16 **PRAYERS**

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

79/16 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Kingdon.

80/16 **DECLARATIONS OF INTEREST**

Nil.

81/16 **CHAIRMAN'S ANNOUNCEMENTS**

Nil.

82/16 **PUBLIC PARTICIPATION**

A member of the Council mentioned the problems with drains within the town and as Cllr Yabsley was present he stated that this was taking priority with DCC at the moment.

83/16 **APPROVAL OF MINUTES**

Town Council 27 September 2016

It was RESOLVED that these minutes be unanimously approved.

At this point in the meeting Cllr Yabsley reported to members on any issues relating to DCC He mentioned that on Thursday at 9.00am officers from DCC would be visiting South Molton to establish any necessary highways works to be undertaken. He also mentioned that libraries were now under the control of Devon Libraries Unlimited and they were doing very well with support from local communities and DCC. Cllr Yabsley agreed that the Highway signage within the town could be better and he would investigate how this could be improved and would report back to the Town Council.

84/16 **REVIEW OF POLICY REGARDING DOGS IN THE PANNIER MARKET**

Members noted that in April 2016 it was agreed that dogs be allowed in the Pannier Market for a trial period of six months and this item had now been brought back for further consideration. Following discussion, and some procedural difficulties that were encountered during the debate, the Chairman

Continued ...

and the Town Clerk stated that they would like this item deferred until the next meeting after advice has been obtained as to procedural accuracy. Since no councillor objected to a deferment this item will be placed on the agenda for the next Town Council meeting.

85/16 NORTH DEVON LINK ROAD

The Town Clerk produced some detailed maps at the meeting for the proposed changes to the Link Road from South Molton to Bideford and a general discussion took place regarding the different junction points and widening areas along that route. The Town Clerk reported that he had filled in the consultation questionnaire on behalf of the Town Council. No resolution was passed on this agenda item as it was a discussion only topic.

86/16 TOP APPRENTICE JOCKEY

Cllr Bushell advised members that a former student of South Molton Community College, Josephine Gordon, had been named as top apprentice jockey and was requesting that a resolution is passed whether or not the Town Council writes a letter in recognition regarding this achievement. It was RESOLVED to write a letter to Josephine Gordon in recognition to her and her agent. 8 For 3 Against.

87/16 TOWN CLERK'S REPORT TO MEMBERS

- a) Tourist Information Centre – The Town Clerk reported to members that the Town Council would be moving the brochures and books held by the TIC to the Amory Centre tomorrow. Work has already begun on the TIC website and keeping that up to date but there is more work than expected regarding this website and the Town Clerk will report further to members in the future.
- b) Neighbourhood Plan – The Town Clerk reported that the first public meeting was held last Saturday. It was a success and at least thirty individuals had put their name forward to be part of the Neighbourhood Steering Committee. In November there will be a series of drop in consultations and at least one of them will be held on a Wednesday afternoon so that businesses in South Molton will be able to attend. Details of the next meeting will be broadcast in the local paper and posters will be placed around the town.
- c) Hunts Meadow – The Town Clerk reported that the Promotion Agreement process has started regarding the development at Hunts Meadow and outline planning is being submitted in December. There will be consultation meetings in November plus a planned informal meeting with councillors regarding this application.

88/16 REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED

- a) Cllr Worden attended a Crime Prevention meeting. He stated there was not a lot to report and the figures relating to crime in the area were similar to last year.
Cllr Worden also reported that at the Sports Network meeting Active Devon spoke to the committee regarding funding for future sports projects.

Continued ...

Cllr Worden also mentioned that the Bowling Club were having their bowling green re-surfaced.

Cllr Bushell reported to members that he had attended the DALC AGM and that South Molton had featured in the DALC Annual Review.

Cllr Bushell also stated that he was surprised that no one from South Molton Town Council was present at the DALC AGM.

Cllr Bushell also mentioned that, at the NALC meeting he had attended, there were discussions regarding the Neighbourhood Plan and the General Power of Competence. The strengths of the GPOC when used by town and parish councils was re-iterated by the other members present.

Cllr Bushell also asked if members were happy for him to attend a Larger Council conference on 30 November to be held in London and they had no objections to this.

- b) No issues were raised by the District Councillors.
- c) No Police were in attendance and apologies had been received.
- d) Cllr Yabsley had reported to members earlier in the meeting.

89/16 It was RESOLVED under the provision of the public bodies (Admission 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.

91/16 It was RESOLVED that the meeting return to open session.

There being no further business the meeting closed at 8.54pm

Chairman

Date

MINUTES OF THE MEETING OF THE SOUTH MOLTON TOWN COUNCIL HELD IN THE TOWN HALL, SOUTH MOLTON ON TUESDAY 22 NOVEMBER 2016 AT 7.00PM

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

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

92/16 **PRAYERS**

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

93/16 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Foster.

94/16 **DECLARATIONS OF INTEREST**

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

Cllr Moore – Personal Interest – Item 8 – Non dog owner/an elderly person

Cllr Cornelius – Personal Interest – Item 8 – Dog owner

95/16 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman stated that he was disappointed with the behaviour of the older members of the Council and asked that they behave with more decorum at this meeting. He also considered that an apology should be given to the Clerk for comments made at the previous meeting.

96/16 **PUBLIC PARTICIPATION**

Two stallholders of the Town Council's Pannier Market spoke in turn regarding dogs in the Pannier Market. They were both strongly in favour of allowing dogs in the market as it benefited all stallholders.

A resident informed members that 1,768 people in South Molton were aged 75 and over and that there were 2,068 aged between 65 and 75. The reason for mentioning this was because his partner's father was cared for by a Care firm who overcharged the client in the region of four figures. The said company did refund some monies but has since withdrawn all care for the client who is unable to look after himself. The client has since been unable to find any available care support and the resident who brought this up wants to highlight the failures of the home care system. It was pointed out that there was an NHS meeting scheduled to take place in South Molton Town Hall on 16 January 2017.

Another resident asked if with all the new developments the water system in South Molton was able to cope with the extra demand.

Continued ...

97/16 **APPROVAL OF MINUTES**

Town Council 25 October 2016

It was RESOLVED that these minutes be unanimously approved.

98/16 **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 J921 – Mr Alax Saxton, 15 Jury Park, South Molton, EX36 4DW

Exclusive Right of Burial – Plot Q001 – Mrs Christabel Louise Winsor, 10 South Street, South Molton, EX36 4AA

99/16 **DOGS IN THE PANNIER MARKET**

Following the deferment of this item at the last Town Council meeting Cllr Cornelius had put forward the following motion “that dogs will be allowed in the Pannier Market provided they are on short leads and kept under close control”. It was RESOLVED to accept this motion. Cllr Moore requested that a recorded vote be taken as per our Standing Orders and this was granted. Cllrs in favour – Way, Lewis, Bushell, Yeo, C. Lock, Cornelius, S. Lock. Cllrs against – Moore, Goodman, Worden.

100/16 **SOUTH MOLTON NEIGHBOURHOOD PLAN**

As part of the Neighbourhood Plan process members are required to pass a resolution whether or not to accept the South Molton Neighbourhood Plan Designation Area to be submitted to North Devon Council. It was unanimously RESOLVED that this be approved but Cllr Bushell wished to have it minuted that he wanted Mill on the Mole to be brought into the Neighbourhood Plan but members of the Steering Group did not agree with this.

101/16 **DART PARK ALLOTMENTS**

Members noted that the tenant of Allotment Nos 11A and 11B have requested permission to erect a polytunnel on these allotments measuring 6 metres x 3 metres and it was unanimously RESOLVED that this request be approved.

102/16 **TOWN CLERK'S REPORT TO MEMBERS**

- a) Pathfields Business Park 4 Funding – The Town Clerk reported that he had positive feedback for the funding bid for the roadway for the Pathfields Business Application. He mentioned that detailed plans need to be submitted by early February 2017.
- b) Consultation Meeting – The Hunts Meadow consultation will be held on 13 December from 2pm – 8pm in the Town Hall. This is the same day as the last Town Council meeting this year and there will be refreshments for Councillors and other invited guests afterwards.
- c) Composter in Bratton Fleming – The Town Clerk and the Mayor will be visiting the composter on 5 December 2016 in order to see whether the project could be viable in South Molton.

Continued ...

- d) Neighbourhood Plan – The Town Clerk stated he had a meeting with the consultants next week to approve date for future meetings and the establishment of the Neighbourhood Forum.
- e) Arts Council Grant – The next date for consultation regarding this will be held on 17 December 2016 and is open for all residents of the town to give their views.

103/16 **REPRESENTATIVES TO REPORT ON MEETINGS ATTENDED**

- a) Cllr Goodman reported that the PIP Centre was in negotiation with another playgroup to take over from the existing group.
- b) Cllr Moore had attended the Swimming Pool Trusts AGM this week. The new trustees are running the pool very efficiently and the repairs to the building and pool are soon to commence.
Cllr Worden informed members that tomorrow he would be attending a meeting regarding the closure of Chivenor and also stated that Braunton Parish Council were actioning a petition regarding this closure.
Cllr Worden also stated that he was disappointed with the letter received from David Whitton regarding paving slabs in South Molton.
- c) No Police were in attendance.
- d) The Clerk gave Cllr Yabsley’s apologies and read out an email he had received earlier that day stating that Jeremy had attended the Devon & Torridge Local Development Plan Public Examination and that there had been good progress with no major issues arising. He also mentioned that he had attended a County Highways conference last week and that there will be some match funding that can be bid for to support parishes wishing to progress highway related activities from a community support budget.

104/15 **ITEMS BROUGHT FORWARD BY COUNCILLORS FOR INFORMATION AND/OR PLACING ON FUTURE AGENDAS**

The following items were mentioned by Councillors which included paving slabs in South Molton and the Emergency Plan. The Town Clerk and the Mayor stated that the Emergency Plan would take priority and that this would be brought back to full council when drafted.

Cllr Way informed members that he considered he had been treated unfairly by Traffic Wardens on two occasions in Central Car Park and that he would be appealing a recently issued penalty notice.

There being no further business the meeting closed at 8.15pm.

Chairman

Date