

Bishops Tawton Parish Council

Correspondence Only to: 17, Clinton Road, Barnstaple, N. Devon. EX32 9EA

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You are summoned to the General Meeting of Bishops Tawton Parish Council on Thursday, 26th February 2026 at 7:30pm in the Village Hall

Persons present are reminded to raise a hand and wait to be invited to speak by the Chair of proceedings

To enable accurate minutes being taken, meetings are voice recorded, please do not talk over each other.

Thank You

A G E N D A

Ref	Details	Notes	Action
1.	Apologies for Absence		
2.	Approval of Previous Meeting	Minutes - Thursday, 22nd January 2026 7.30pm	
3.	Matters Arising from Previous Minutes - 22nd January 2026	1. Dates of next SCARF & HATOC meetings (30mph Codden Hill & Re-lining and proposed lining) 2. School sign 3. Crossing email sent to Cllr Tyldesley 4. BT Roundabout meeting date? 5. Trade Waste	
4.	Parishioners Open Session This is your only opportunity to ask the Council a question. As per the Standing Orders there is an allowance of 3 minutes only per item. Advice/reply may not be immediate as information has to be sought.	1. Discussion & Decision for PTFA Colour Run Event	
5.	Councillor Declarations of Interest		
6.	County Councillor Reports District Councillor Reports Devolution/LGReorganisation	Ed Tyldesley - Glyn Lane - Mark Haworth-Booth - Email from Ken Miles clarifying areas sent to decision committee	
7.	Parish Zones System Our Insurer's require that reasonable care is taken in managing potential risk. Where	1. Last month's sheets collected	

	appropriate this requires the Parish Council to keep written risk assessment records. (Your completed numbered zone sheet will form part of that record) Simply complete as per instructions and return at the next meeting or post through The Chairs or The Clerks letterbox prior to the meeting date if you are absent.	2. New sheets handed out 3. Reports (few missing) 1. Salt Bins new & grit at farm 2. Reported drains, potholes, flytipping and standing water & Codden Hill/Hall areas. Ref numbers sent to Cllr Tyldesley 3. Newly repaired potholes/drain damage failures	
8.	Finance/Personnel: Cllrs. L. Geen, J. Pay, P. Clarke & Clerk	1. Figures to 22nd February 2026 2. Invoices/payments authorisation 3. VAT126 sent 4. Precept confirmation sent. 5. <u>Internal Audit</u> Accounts/Paperwork sent for audit week beginning 13th April date/time to follow. Amendments to 2025 Practitioners Guide sent to Clerk 1. Laminator purchased. Will be looking at a new laptop soon. 2. New IT policy. 3. Pensions Discretion Policy to be created and approved and emailed to Peninsula - will involve DALC to assist.	
9.	Flood: Cllrs. L. Geen, J. Pay, A. Stopes, J. Taylor, P. Boulton and Clerk	1. Email sent to Leo Hansen to ask if she was still the contact to send Flood Plan to.	
10.	Planning: Cllrs. P. Boulton, L. Geen, G. Hayward, R. Pullinger	1. Checksheet 2. Springfield access - planning meeting	
11.	Playing Field: Cllrs. L. Geen, P. Clarke, N. Sexon & J. Taylor	1. Checklist 2. Climb board, Fencing, pillar work update 3. S106 Contribution update 4. Dog Waste signs 5. Contact Sign (preholed) 6. Jumble Sale update 7. Duck Race plus any further	

		suggestions	
12.	Outside Contractors: Cllrs. L. Geen & Clerk	1. BT Groundworks - verges end of March start 2. Hookway - banks 3. Facebook BT Group page - Agenda & Minutes posted 4. WhatsApp group - all Councillors on the WhatsApp group	
13.	Website www.bishopstawtonparishcouncil.co.uk		
14.	Local Plan/Neighbourhood Plan	Introduction to Neighbourhood Planning & Design Codes training - One Place booked as cost was £42 Clerk & GH attended	
15.	Parish Forum	1. No news	
16.	Village Hall	1. Update 2. External Light fixed	
17.	Speedwatch	1. Update	
18.	Correspondence Sent/Received	1. Flood Recovery Leaflet 2. DALC admin update of details 3. Road Warden/Snow Warden training up to three persons 4. Police & Crime Commissioner visit to Bideford 5. Email from NDC re: Cluster working 6. NDRDA convention March 6th	
19.	Items for Next Agenda	Parish Councillors - if you have an item for the next Agenda please email the Clerk at least 7-10 days prior to scheduled meeting	
20.	Date of Next Meeting (Always every 4th Thursday of the month except August and December recess)	The next Parish Meeting is scheduled for Thursday, 26th March 2026 at 7:30pm in the Village Hall.	
21.	Meeting Close		