

At a Meeting of the **COMMUNITY SERVICES COMMITTEE** held at the Council Chamber, Council Offices, Kilworthy Park , Drake Road, **TAVISTOCK** on **TUESDAY** the **25<sup>th</sup>** day of **JUNE 2013** at **2.00 pm**.

**Present:** Cllr R J Oxborough – Chairman  
Cllr R F D Sampson – Vice-Chairman  
Cllr K Ball Cllr M J R Benson  
Cllr K A Clish-Green Cllr A F Leech  
Cllr N Morgan Cllr M E Morse

**Substitutes:** Cllr R Baldwin Cllr M Ewings

Head of Environmental Services  
Natural Environment & Recreation Manager  
Strategic Planning Officer (RB)  
Strategic Planning Officer (ML)  
Strategic Planning Officer (PW)  
Street Scene Manager  
Street Care Manager  
Committee & Ombudsman Link Officer

**In attendance:** Cllr W Cann OBE Cllr T Hill  
Cllr D Horn Cllr J Moody  
Cllr P Sanders

**CS 1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr D Cloke (Substitute Cllr M Ewings) and from Cllr D E Moyse (Substitute Cllr R Baldwin).

**CS 2 DECLARATIONS OF INTEREST**

Cllr N Morgan – Minute No CS 5 – Personal – Member of North Tawton Town Council.

Cllr M Ewings – Minute No CS 9 – Personal – Member of Tavistock Town Council.

**\*CS 3 CONFIRMATION OF MINUTES**

The Minutes of the Meeting held on 30<sup>th</sup> April 2013, were confirmed and signed by the Chairman as a correct record.

**CS 4 CONNECT STRATEGY AND PRIORITY ACTION PLAN UPDATE 2013-14**

The Community Manager presented a report (page 3 to the Agenda) on a review carried out in respect of the Connect Partnership and delivery arrangements the result of which being that the priority action plans for Community Life, Environment and Homes had been reviewed and updated to cover the period 2013/2014. They had been incorporated in to one Connect Strategy update document and presented here as Appendix A (page 8 to the Agenda) for the Committee's views and comments. The document incorporated updated action plans for Community Life, Environment and Homes.

The action plans had been developed in consultation with partners and stakeholders and 157 responses to the on-line questionnaire on the priorities. During the review process it was identified that further work was required to shorten the priority action plans to ensure that they were focussed on actions that added value and were realistic and measurable.

It was noted, however, that the Appendix presented with the report was not the most up-to-date version, therefore, it was agreed that the up-to-date version would be circulated to the Committee following this Meeting.

It was **RESOLVED** to **RECOMMEND** that the Connect Strategy annual update for 2013/14, incorporating updated action plans for Community Life, Environment and Homes, be approved and adopted.

**\*CS 5      APPLICATION TO DESIGNATE A NEIGHBOURHOOD PLAN AREA FOR NORTH TAWTON**

The Strategic Planning Officer (RB) presented a report (page 43 to the Agenda) on an application submitted by North Tawton Town Council requesting the Borough council to designate a plan area in respect of preparing a neighbourhood plan. The application had been advertised for six weeks (8<sup>th</sup> April 2013 to 20<sup>th</sup> May 2013) during which time comments were invited about the appropriateness of the proposed designated area but none had been received.

The area covered by the proposed Plan was the whole of the Parish of North Tawton for which North Tawton Town Council was responsible. The project would be controlled by the Planning and Estates Committee of the Town Council supported by a Project Team of 12 broadly balanced between Town Councillors and Residents of the Parish.

The North Tawton Neighbourhood Plan – Application form and Terms of Reference – was presented with the report at Appendix A (page 48 to the Agenda).

The Committee understood that once a neighbourhood plan area had been designated, the Borough Council could apply to Central Government for financial support recognising the Council's costs associated with the preparation of Neighbourhood Plans. Three payment stages were available - £5,000 following designation of a neighbourhood plan area; £5,000 when the local authority publishes the neighbourhood plan prior to examination; and a final payment £20,000 would be made on the successful completion of the examination and any further steps that might be needed for the plan to become a legal document, including a referendum if needed. It was intended that a claim for financial assistance be made by the Council.

It was **RESOLVED** that:

- (i) the North Tawton Plan Area, as described in Appendix A to the report, be approved for the purposes of preparing a Neighbourhood Plan; and,

- (ii) the Committee support an application to central government for financial support to help cover the costs associated with preparing a Neighbourhood Plan.

**Note: Cllr Morgan abstained from voting on Minute CS 5.**

**\*CS 6**

**HATHERLEIGH COMMUNITY PLAN**

The Strategic Planning Officer (ML) presented a report (page 53 to the Agenda) on the Hatherleigh Community Plan. Hatherleigh Town Council had adopted the Community Plan following a year of both public and stakeholder consultation. The Community Plan would provide guidance on future development and community initiatives in the Parish of Hatherleigh.

The Hatherleigh Community Plan had not been appended to the officer's report as it was not the content that the Committee was being asked to approve but the process by which the plan had been undertaken. The Plan was available to view on both the Hatherleigh Town Council's web site at [www.hatherleightowncouncil.org.uk](http://www.hatherleightowncouncil.org.uk) and on the Borough Council's web site at [www.westdevon.gov.uk/article/3686/Community-Plans](http://www.westdevon.gov.uk/article/3686/Community-Plans). An assessment of the Hatherleigh Community Plan, however, was presented as Appendix A to the officer's report.

The Hatherleigh Plan-It Group had carried out an extensive consultation with all strands of the community to achieve a good understanding of the issues and aspirations of the local residents and businesses. The Committee noted that this plan was not a 'neighbourhood plan' and, therefore, did not carry statutory weight, however, it would be used as a material consideration in the determination of relevant applications.

It was **RESOLVED** that the Hatherleigh Community Plan be used as a material planning consideration when determining relevant applications for development in the area covered by the plan.

**\*CS 7**

**INTERIM PLANNING GUIDANCE FOR RENEWABLE ENERGY**

Arising from Minute No CS 52 – 2012/2013, the Strategic Planning Officer (PW) presented a report (page 58 to the Agenda) on a draft Interim Planning Guidance for wind and solar energy development proposed for consultation. Four documents made up the Interim Planning Guidance comprising Appendix 1A "On Shore Wind Turbines in West Devon" (page 64 to the Agenda); Appendix 1B "Solar Arrays in West Devon" (page 102 to the Agenda); Appendix 1C "Micro Scale Wind Turbines and Permitted Development – A Guide for Property Owners in West Devon" (page 135 to the Agenda); and, Appendix 1D "Installing Solar PV or Solar Thermal Panels and Permitted Development – A Guide for Property Owners in West Devon" (page 145 to the Agenda).

The draft interim guidance notes had been prepared with a view to:

- (i) highlight the nature of issues prospective developers would need to address;
- (ii) detail the methodologies to be used in assessing impacts;

- (iii) raise awareness of the relevant adopted Core Strategy policies;
- (iv) guide readers to other advice and information; and,
- (v) set out the respective roles of both the developer and the Development Management service.

A further document presented with the report was the South West Devon Strategic Energy Study: the Evidence Base Executive Summary (Appendix 2: page 153 to the Agenda) which provided energy related information useful to a number of the Council's service areas. The evidence base provided an overview of renewable energy resources in West Devon and would provide a context for Local Plan options, consultation and discussion about the extent to which it was appropriate to exploit that resource.

It was proposed that the four interim documents be subjected to a 4 week public consultation exercise with a follow-up report being presented to a future meeting of the Committee.

It was **RESOLVED** that:

1. the draft Interim Planning Guidance presented as Appendices 1A to 1D be approved for the purposes of public consultation; and,
2. the response to the public consultation and any proposed amendments to the draft guidance be reported back to this Committee at its next meeting on Tuesday 10<sup>th</sup> September 2013.

**\*CS 8**

## **PROPOSAL TO IMPLEMENT DOG CONTROL ORDERS IN WEST DEVON**

The Street Scene Manager presented a report (page 155 to the Agenda) on a proposal to consider introducing a small number of appropriate Dog Control Orders to cover enforcement throughout the Borough under the Clean Neighbourhood and Environment Act 2005. At the present time this proposal was exploratory and did not seek a formal endorsement to adopt new processes.

Currently the Council employed a part-time Dog Warden who could take appropriate action under the Dog Fouling of Land Act 1996, whose activities were restricted to those Towns/Parishes who made a financial contribution to the service. It was being proposed that officers investigate the benefits of adopting the Clean Neighbourhood and Environment Act 2005 Dog Control Orders which would provide Borough-wide control measures and also enable other officers of the Council to support the work currently carried out by the Dog Warden.

The Committee was further advised that to do this it would be necessary to specifically agree to change from using the Dog Fouling of Land Act to the processes set out in the Clean Neighbourhood and Environment Act 2005 with a potential cost to the Council of £1,500 to comply with the legal requirements of such a change.

It was **RESOLVED** that officers be instructed to carry out the necessary preliminary work in order to explore the introduction of appropriate Dog Control Orders across the Borough.

**CS 9 DELEGATION OF GROUNDS MAINTENANCE SERVICES TO TAVISTOCK TOWN COUNCIL**

The Street Care Manager presented a report (page 159 to the Agenda) on a proposal to transfer some grounds maintenance tasks currently carried by the Council's contractors to Tavistock Town Council under the auspices of the Localism Act 2011. The Council's current Borough-wide contract for grounds maintenance contained a provision for the transfer of tasks to Town and Parish Councils supported through the Council's Localisation Strategy.

The Council's current contract came into operation in April 2013 and would run for a two year period to March 2015 with the possibility of an extension. It was being proposed that the Service Level Agreement with Tavistock Town Council would begin in the summer 2013 to end in March 2015 to allow for a review of service provision at that time.

There would be no direct financial implications for the Council although officer time would be needed to administer the additional service provider.

It was **RESOLVED** to **RECOMMEND** that Council be requested to approve the delegation of defined elements of the Grounds Maintenance service function to Tavistock Town Council for the period summer 2013 to March 2015.

**Note: Cllr Ewings abstained from voting on Minute CS 9.**

**\*CS 10 WEST DEVON BOROUGH COUNCIL GARDEN WASTE & LEAVES COMPOSTING SITE CONTRACT**

The Waste Development & Contract Manager presented a report (page 163 to the Agenda) seeking the Committee's approval to let contracts for the composting of West Devon's household garden waste with the potential to include the dedicated leaf sweepings from both West Devon and the South Hams.

The Borough Council currently collected both garden waste from kerbside household collections and leaf litter swept from roads in rural areas. The collected material was, at present, composted by two contractors at separate on-farm sites. Agreements for these services have been rolling forward since October 2004.

Forthcoming changes to European legislation – End of Waste Criteria for Biowaste – composted material would be required to meet certain standards before it could be classified as recycling. To not reach this standard would mean the waste not being classified as recycling and, as such, would not attract recycling credits for the Council.

It was **RESOLVED** that the Committee authorised:

- (i) the tendering of a new contract for the composting of garden waste with the potential to include both West Devon's and South Hams' dedicated leaf sweepings dependent upon clarification of Environmental Agency guidance;
- (ii) a tendering process which facilitated maximum flexibility to secure best value in terms of both contract period and number of composting sites; and,
- (iii) that any changes considered necessary to the terms as highlighted in the officer's report be delegated to the Head of Environmental Services in consultation with the Chairman and Vice-Chairman of this Committee.

(The Meeting terminated at 3.50 pm.)