

To all members of Mary Tavy Parish Council,

You are hereby summoned to attend a meeting of Mary Tavy Parish Council to be held in the **Reading Rooms on Tuesday 13th December 2022, commencing at 7pm**, for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.

Members of the public and press are invited to attend the meeting.

Katherine Anness

Katherine Anness, Clerk/Proper Officer to Mary Tavy Parish Council
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AGENDA

1. Welcome and Formal Opening of the Meeting by the Chairman

2. Open Session for Public Participation (15 minutes)

3. Apologies for Absence

4. Declarations of Interest

5. Confirmation of Minutes of the last council meeting held on Tuesday 8th November 2022.

6. Ratification of a Decision made between Council Meetings (councillors consulted via email):

Decision: to support the proposal contained within planning application 0434/22- alteration to the roof of an existing barn, Henscott Farm, Mary Tavy.

Reason for making the decision between council meetings: it was not possible on this occasion to negotiate an extension for the submission of our response to the planning consultation beyond 7th December 2022.

Matters arising since the last council meeting (items 7-14):

7. Parish Cemetery and Burial Land for Mary Tavy:

i) To consider the following proposal: to resolve to restrict the sale of new grave plots in the parish cemetery to Mary Tavy and Horndon residents only in response to the current situation regarding a lack of burial space available within the parish.

ii) If the above-stated resolution is passed, to consider the definition of 'parishioner' provided on page 7 of the cemetery charges and regulations booklet for continued relevance/applicability to ensure that there are clear parameters for the burial clerk to use when applications for interments are received. An alternative would be to set up a cemetery committee with delegated power to consider each application on a case-by-case basis.

Cemetery Charges and Regulations: <https://marytavyparishcouncil.co.uk/wp-content/uploads/2022/05/Cemetery-Charges-and-Regulations-Reviewed-February-2022.pdf>

iii) An opportunity to discuss any other business related to the parish cemetery and/or burial land for Mary Tavy (for discussion only).

8. Replacement Battery for the Defibrillator located outside Mary Tavy Post Office & Stores: to consider the proforma invoice for £246 for a replacement battery.

9. Public Meeting: to receive an update from Cllr. Dunn and Cllr. Griffiths and agree any actions.

10. Virtual Footway on the A386 and the Campaign for a 40-mph zone on the A386 from the Mary Tavy village sign, past the Mary Tavy Inn, to the 30-mph limit that commences near the Station Road junction: to receive an update from Cllr. Reid and agree any actions.

11. Devon Records Office Trip: to receive an update and agree any actions.

12. The King's Coronation: to receive an update from Cllr. Lee and agree any actions.

13. Grant Application received from Mary Tavy Victory Memorial Recreation Ground Trust: to consider the grant application received for funds to support the provision of regular warm hub sessions in the Coronation Hall this Winter (grant application circulated to all councillors in advance).

N.B. If approved, expenditure under section 137 of the Local Government Act 1972 would be required.

14. Budget 2023/24: to continue discussion regarding the budget for the next financial year (draft budget proposal circulated to all councillors in advance).

15. Grant Application received from Citizens Advice Torridge, North, Mid and West Devon: to consider the grant application received and agree any actions (grant application circulated to all councillors in advance).

16. Finance

i) To approve the following payments:

Clerk Salary	£765.00
Clerk Salary: backpay following publication of the Local Government Association's 2022/23 National Salary Award (based on changes agreed by the National Joint Council for Local Government)	£382.00
Clerk Expenses: use of home as office + printer paper	£19.20
Mr. C Ball: monthly grass cutting service around Mary Tavy and Horndon	tbc
DM Payroll Services Ltd: payroll service for the second half of the financial year	£60.00

ii) To note a direct debit payment processed since the last council meeting:

21 st November: - Campaign to Protect Rural England (CPRE): annual subscription fee	£36.00
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iii) To note income received in November:

14 th November: - Devon County Council (DCC): income received from the Highways Maintenance Community Enhancement Fund to purchase equipment to participate in DCC's Road Warden Scheme	£283.68
24 th November: - National Grid: wayleave payment for the period 1/4/20 to 1/4/23	£22.83
24 th November: - Cemetery: C. P Coombe Funeralcare- interment fee	£140.00
25 th November: - Cemetery: E. Pascoe & Son: purchase of the right to erect a headstone	£110.00

Councillor motion received in advance (item 17)

17. Condition of the Road leading from the A386 to the Coronation Hall Car Park: motion received from Cllr. Griffiths. To commence discussion and agree any actions.

18. Internal Auditor: to consider the quotes received and appoint an internal auditor to audit the accounts for the financial year ending 31st March 2023.

19. Correspondence: an opportunity to discuss any correspondence received, both from members of the public and official bodies, by the council this month.

- Correspondence received from Devon County Council re: temporary traffic restriction notice for a section of the A386 in Mary Tavy from Higman Close to the Mary Tavy Inn for the period 16th - 27th January 2023 to carry out drainage works.
- Correspondence received from a parishioner re: a blocked ditch on Brentor Road.

20. Devon Electric Vehicle Charging Strategy Consultation: to decide whether and how to respond to the consultation (details forwarded to councillors in advance).

Consultation deadline: 16th December 2022

Online survey available at: <https://www.devon.gov.uk/haveyoursay/consultations/devon-electric-vehicle-charging-strategy/>

21. Asset Register: to approve the asset register following recent additions.

Asset register: <https://marytavyparishcouncil.co.uk/parish-documents/asset-register/>

22. Emergency Plan: due for review in December 2022. To consider, and amend further, if necessary, the document reviewed and amended by the clerk (circulated to all councillors in advance).

23. Parish Council Fixed Asset and Cemetery Inspections: to receive inspection reports.

24. Clerk's Report

25. Councillor Reports:

- Emergency Warden
- Southern Link Parishes/Team West Devon Representatives
- DNPA Representatives
- Mary Tavy Community Field & Hall Representatives
- Office of Police & Crime Commissioner Representative

26. Clerk's Annual Leave: to consider the clerk's request to take a period of annual leave from Monday 19th December 2022 to Tuesday 3rd January 2023 inclusive. To nominate a councillor(s) to respond to any urgent cemetery or other business in the clerk's absence.

27. Items for Future Agenda: to receive suggestions for future agenda items.

28. Items for Information: - the date of the next council meeting: Tuesday 10th January 2023.