

Minutes of the Parish Council Meeting

Date	9 February 2016
Location	Reading Rooms, Mary Tavy
Those present	Cllr R. Page, Cllr M. Fife Cook, Cllr G. Hill, Cllr J. Hill and Cllr P. Jarvis (5)
Others present	Mrs K Higham (Clerk), 4 member of the public including Cllr A Roberts

Proceedings

Parishioners' Time	Ali Fife Cook representing the Jubilee Group was present to answer questions regarding a report provided to the PC which was due to be discussed later in the meeting.
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The Chairman declared the meeting open at 7.30pm.

09/02/2016/1 Apologies for absence

There were none.

09/02/2016/2 Declarations of interest

Agreed that disclosure of pecuniary and other interests that may affect items on this agenda would be declared as they arise during the course of the meeting.

09/02/2016/3 Approval of Meeting Minutes

3.1 Council meeting, 12 January 2016

The minutes were approved and signed at the meeting subject to the following changes. Item 6.1.c under Defibrillator typing error corrected from as, to at. Item 8.4 under Coronation Hall, additional information to read, the Hall will part fund the replacement kitchen from their own funds.

Decision Proposed Cllr Page, seconded Cllr Fife Cook, all in favour.

3.2 Approval of Part 2 minutes, 12 January 2016

The minutes were approved.

Decision Proposed Cllr Fife Cook, seconded Cllr J Hill, all in favour.

3.3 Planning meeting, 5 February 2016

The minutes were approved.

Decision Proposed Cllr Fife Cook, seconded Cllr Page, all in favour.

09/02/2016/4 Matters arising

There were none.

09/02/2016/5 Finance

5.1 Review and approval of monthly Financial Report

Discussion The PC received a return of funds from Chilcotts solicitors in relation to money placed on account to cover costs incurred regarding the Cemetery land purchase. Chilcotts, having reviewed the file found it had been inactive for some time and the decision had been made to close the file.

Cllr Jarvis, having received a response from TSB Bank regarding the complaint made last month, was unhappy with the outcome. TSB Bank have given the PC £50 by way of an apology for the inconvenience caused and telephone calls made to the bank. Cllr Jarvis wished to pursue the issue as TSB had not answered all the issues raised. Cllr Jarvis assured the PC that he would do this personally at no cost to the PC.

Decision Proposed Cllr Jarvis, seconded Cllr Page, all in favour.

The Financial Report was approved.

Decision Proposed Cllr Fife Cook, seconded Cllr J Hill, all in favour.

5.2 Authorisation of payments

Discussion A payment to the Jubilee Group for full page advertisement in the most recent Newsletter was approved. Payment of wages and expenses to the Clerk was approved. A payment to Land Registry in reference to the Community Right to Bid was approved. Cheques signed and countersigned, cheque stub and invoices initialled.

Decision Proposed Cllr G Hill, seconded Cllr Page, all in favour.

Total paid in cheques of £624.78. Total received in income of £119.93.

5.3 Review and approve changes to budget 2015/16

Changes to the budget were approved.

Decision Proposed Cllr Fife Cook, seconded Cllr G Hill, all in favour.

12/01/2016/6 Correspondence

6.1 Update of previous correspondence

6.1.a Community Right to Bid

Discussion WDBC require a title deed and boundary map for each property. The PC have agreed to pay the £4 per property in order to have the information from Land Registry. A cheque for £36 to Land Registry was approved in this meeting.

6.1.b Dog Warden Scheme

Discussion WDBC have provided some further information regarding this item. The number of dog wardens has been increased from 1 to 4 wardens. However, WDBC have not provided answers to all the questions asked.

Action The Clerk to chase WDBC for further information and confirmation of how often the bins are currently emptied.

6.1.c Rubbish left outside pressure tank

The Clerk corresponded with the new owners who advised that the items have been removed. Further to this they wished to assure the PC that the property will be visited regularly while renovation takes place. Their contact details have been left with a neighbour should a situation arise which requires immediate action.

6.1.d Queen's 90th Birthday Garden Party

The Clerk confirmed that the nomination form has been submitted.

6.1.e DALC Newsletter – Transparency grant

The Clerk confirmed that the PC qualify for funding to assist with training. An application has been made for funding to help train the Clerk to carry out a number of functions in regard to the PC website. The application has been accepted and the money should be in the PC bank account within 30 days.

6.1.f Debris on the virtual footpath

Cllr J Hill informed the PC that he had a conversation with a walker who had fallen or slipped on the virtual footpath. The walker believed this was due to vehicle fluids leaked from passing motorists collecting at the sides of the road along with wet leaves. Cllr Page stated he would inspect the virtual footpath. A road sweeper has already been requested.

6.1.g Historical Society

As no reply had been received to the letter sent, this item has been carried forward to the next meeting.

6.1.h Milestone

The Clerk reported that DCC Highways are not able to repair the damage caused to the milestone. Cllr Page inspected the milestone and believes it to be too large and too heavy to be removed. Cllr Fife Cook suggested the Clerk try again to gain the contact details of the driver. If this is not possible prior to the next PC meeting the job should be added to the workload of the maintenance person when appointed.

Action Clerk to make a freedom of information request to Devon and Cornwall Constabulary.

6.1.i Joint TAP funding with neighbouring parishes

Cllr Fife Cook commented that he was surprised by Brentor PC's response, which was to say that they did not feel able to support MTPC at this time, especially as Mary Tavy & Brentor Primary school were specifically mentioned in the letter. Cllr Jarvis felt it was indefensible for any PC to refuse to provide extra protection for its children and he suggested a summary of information gathered so far be sent to neighbouring parishes.

Action Clerk to write to neighbouring parishes.

Decision Proposed Cllr Page, seconded Cllr Jarvis, all in favour.

6.1.j Other previous correspondence

There was no other previous correspondence to discuss at this meeting.

6.2 Receive any recent correspondence or messages passed to the Parish Council

6.2.a Flooding

Cllr J Hill reported that he had received a phone call from a member of the public concerned about the possibility of surface water freezing. Subsequently, an email was received from Mr D Easton stating that the watercourse behind his property required clearing of debris by the land owner. Cllr J Hill, as Emergency Warden, responded by

inspecting the land above Mr Easton's and clearing a drainpipe which fed through Mr Easton's hedge. Mr Easton thanked Cllr J Hill for his efforts, however it was a drain on the other side of Mr Easton's property which was causing the issue. Further to this Mr Easton, unable to get through to Cllr J Hill, telephoned Cllr Fife Cook as the watercourse overran its channel and water proceeded to run down the bridle path putting the properties on the southern side of Brentor Road at risk of flooding. Cllr Fife Cook managed to contact Cllr J Hill who was just on his way and with the assistance of the emergency lengthsman cleared two drains. Cllr Fife Cook suggested a meeting of land owners and other associated organisations be held.

Action Clerk to compile a list of property and land owners and arrange a meeting.

6.2.b TAP funding

A TAP fund application for a Lengthsman has been proposed by Peter Tavy PC, MTPC have agreed to support the application. Cllr Bill Lane of Peter Tavy will complete necessary paperwork. A decision needs to be made regarding the amount of money Mary Tavy would require. Cllr J Hill suggested he communicate with Cllr Lane to agree figures.

Action Decision Clerk to write to Peter Tavy Parish Council agreeing to support their bid. Proposed Cllr J Hill, seconded Cllr Fife Cook, all in favour.

6.2.c Minutes & agendas posted on the website

The Clerk was contacted twice by Mrs Anita Prosser who enquired firstly why the minutes were not at that time on the website, and later as to why the agenda for tonight's meeting was not on the website. It was her understanding that agendas must be posted at least three clear days prior to the meeting. The Clerk informed Mrs Prosser that this is incorrect. The agenda must be posted on the PC noticeboard three clear days before the monthly meeting. The same ruling does not apply to the website as this is an additional source of information only.

6.2.d Queen's 90th Birthday/Remembrance

Mr Baldry wrote to the PC to air his views on a number of subjects. He stated that the present Cllrs were unelected and had only been in post for a relatively short time; all Cllrs have been appropriately elected or co-opted, and represent more than 30 years of experience as Cllrs for Mary Tavy, so Mr Baldry's comments were deemed purely to be vexatious. He was concerned that the PC did not wish to involve the village in the beacon lighting or other events for the Queen's 90th birthday; Cllrs suggested that Mr Baldry or any other resident could organise something if they wished. He stated that the nomination for someone to attend the Queen's Garden Party should be opened up to the entire village and run as a lottery; this is not possible as the nomination must be either a current or former Cllr. Mr Baldry also complained that the PC spend too much money on the articles written by Cllr Jarvis for the Jubilee and Blackdown Newsletters; the PC are obligated to keep parishioners informed, under transparency rules, of PC business and rather than produce its own costly Newsletter this PC have chosen to use existing vehicles, reducing costs. On the subject of last year's Remembrance Service, Mr Baldry wanted to know why the PC wished to change the service to a more secular service when it had historical had a Christian element; Cllr Fife Cook responded by stating that all War Memorials belong to the local community and not to the Church. Our society includes many faiths and over 50% of people state they have no belief in any religion. Mr Baldry also stated that the PC omitted a group of school children from the wreath laying and subsequent service. This was not the case, the PC worked hard in order to ensure the children were involved and as a result were a central part of the service within the chapel, reading poetry they had written themselves.

6.2.e Airband

As requested at the recent planning meeting, Airband provided a map of coverage. The PC would like to thank Airband for the quick response to this request.

6.2.f Reading rooms

Due to correspondence from the Trustees of the Reading Rooms arriving so close to the meeting. The PC do not feel they can discuss this item as they have not had enough time to fully consider it. The item will be discussed at the next PC meeting.

09/02/2016/7 Communication with Parishioners

Cllr Jarvis reported that in the next Jubilee and Blackdown Newsletters, he will be reminding residents within the Conservation area that they must maintain their trees. He will offer guidance on good husbandry as a result of a number of number of tree notifications from DNPA.

Action Clerk to arrange a meeting with Brian Beasley DNPA Tree Preservation Officer.

09/02/2016/8 Reports from Councillors and outside organisations

8.1 Emergency Warden and Snow Warden

Cllr J Hill reported that he had gritted the road outside the primary school. A member of the public had reported to him that somebody had taken one of the bags from the side of the road and used it on their own path and driveway. The bag has been replaced and another one added in that area of the village. Cllr J Hill would like to remind parishioners that salt/grit is for keeping the roads clear, not for personal use on driveways and paths. A number of properties in Horndon had been flooded during the extremely heavy rain. The emergency services were called to the Elephant's Nest and a water barrier was put in place. Cllr Fife Cook reported that two properties at Zoar had flood water inside. Residents are reminded to check drains in and around their properties to ensure the free flow of water. Cllr Fife Cook informed the PC that the Jubilee Group had received a grant for £2000 to purchase emergency equipment. He proposed the cheque could be passed to the PC in order for them to make the purchases and reclaim the VAT and thus increase the amount of equipment which could be purchased.

Decision Proposed Cllr Fife Cook, seconded Cllr G Hill, all in favour.

8.2 Southern Parishes Link Committee representative

Cllr G Hill had nothing to report as there has been no meeting.

8.3 Dartmoor National Park Authority representative

Cllr G Hill had nothing to report as there has been no meeting.

8.4 Coronation Hall representative

Cllr J Hill reported that the Coronation Hall have invited the PC to the opening of the newly installed kitchen. He confirmed new units, oven and water purifier had been fitted. The Hall have also placed 20 tonnes of gravel on the car park in order to improve parking for visitors to the Hall. The website Cllr J Hill has been building for the Coronation Hall is near completion, the calendar is operational and he expect to make the website live in the next 2-3 weeks.

8.5 Police report

There was no report for this meeting.

8.6 Others as applicable

Cllr Fife Cook presented reports from a number of local organisations -

Mary Tavy Jubilee Group: In a written report, the Jubilee Group informed the PC that they had received a grant for £2000 to purchase flood resilience equipment. They were also due to receive a grant of a minimum of £8000 to purchase outdoor gym equipment which would be sited on the Recreation Ground. The Jubilee Group also reported that they would be applying for a grant to purchase defibrillator units, possibly 3 or 4. As the PC set aside £400 to assist the Jubilee Group with the project it was suggested that this money be used to purchase fridge magnets or key fobs printed with the number required to open the defibrillator box. Cllr G Hill suggested that giving these items away to residents may not be the best use of the money. Allowing people to purchase them might make them value it more. It was decided to discuss this at a future meeting. The Jubilee Group informed the PC that they are now looking at becoming a Registered Charity.

Recreation Ground Trust: It was reported that the tennis courts and playpark are due to be tidied up and repainted including new nets and backboards.

Artful Toddlers: A newly formed parent and toddler group which will run from the Methodist Chapel Hall will start on February 24th. Cllr Fife Cook suggested writing to the Coronation Hall in order to find out if anything remained from the former Under 5's which might be useful to the new group.

Action Clerk to write to the Coronation Hall.

09/02/2016/9 Annual Parish Meeting

9.1 Date, venue and catering

The date for the annual parish meeting has been decided as Tuesday 19 April. The Clerk has emailed the Coronation Hall to book.

Action Clerk to write to WI to ask if they would like to cater.

9.2 Parish Council presentations

The Chair will give the initial address followed by individual Cllrs giving presentations on the work they have carried out through the year, these will include Cllr Fife Cook assisted by the Clerk presenting the finances, Cllr Jarvis discussing the Cemetery and Cllr J Hill talking about speeding and parking issues around the school. There is still a possibility of including alternative energy as part of the annual meeting. The Clerk has begun a PowerPoint presentation, Cllrs should forward information they wish to be included.

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9.3 Other bodies

Action Clerk to invite other organisation such as DCC, DNPA, WDBC and our local PCSO, but they should be advised that they are not necessarily being asked to make a presentation unless they feel they have important information to provide.

09/02/2016/10 Planning

10.1 Notification of new planning applications from DNPA

Clerk received the following notifications
0018/16 & 0026/16: Wringworthy Farm, 0049/16: Longford, 0031/16: Mary Tavy & Brentor School, 0034/16: Land near Henscott Farm
16/0001: Tree works – Box Cottage. A planning committee meeting for all applications was held on Friday 4 February.

Following a number of notifications from DNPA regarding tree works, Cllr Fife Cook volunteered to be temporary Tree Warden until such time as a more suitable parishioner was found to take on the role.

Action Clerk to draft a suitable notice to leave at properties where the occupant was not home when the site visit occurred.

10.2 Notification of decisions on previous applications received from DNPA

The Clerk had received the following notifications
15/0061: Tree works – Lower Tavydale. No Tree Preservation orders were placed.
0627/15: This application was refused. Cllrs expressed their concerns that the Borough Councillor was using his position without authority to support the application which would be to the detriment of the school and parish.

10.3 Report on meeting with DNPA planning

All Cllrs felt the meeting was very successful and incredibly worthwhile. Mr Belli was very helpful and the PC would like to extend their gratitude.

12/01/2016/11 Cemetery

11.1 Report from Burial Clerk

One payment for an additional inscription had been received.

11.2 Review of Cemetery procedures and paperwork

Cllr Jarvis reported that this item nears completion.

11.3 Maintenance contract

This item has been moved to the next meeting.

11.4 Cemetery fencing

Following last month's meeting, Cllr Jarvis has written formally to the Diocese of Exeter informing them that the fence belongs to the PC. Copies of documentation proving that when the original partition was removed, it was not a requirement to replace it with anything else. Cllr Jarvis awaits their response. Cllr Fife Cook reminded PC that they should only set aside funds for a maximum of two years before placing it back into general use, therefore a decision about the work needed to be reached soon.

11.5 Cemetery land purchase

Cllr Jarvis reported that he had received communication from Peregrine Lee of SWW who informed him that the land in question would need to be disposed of sooner rather than later. Cllr Jarvis informed Mr Lee that no undertaking could be given before the PC present to the public. Cllr Page asked if the date of the Annual Parish meeting could be passed to SWW with a request that they wait until May before selling. Cllr G Hill stated that it was his belief that SWW had always intended to sell the land before March 25 this year. Cllr J Hill suggested taking all the information gathered so far to a public meeting to be held within a fortnight of this meeting. Cllr Jarvis insisted he would not be ready to present to the public in that timescale and was not willing to present without all the facts. Cllr Fife Cook pointed out that the PC do not have to provide a burial ground. Having had the results of the land survey the site in question was less than ideal. It may be possible to look for other, more cost effective sites within the Parish. The site in question would cost upwards of £60,000 just to enclose as DNPA have made it clear a Devon Hedge Bank is the only suitable boundary. If this site were to be dropped then the PC can move on and look for alternatives. Cllr J Hill insisted the PC could present to the public explaining that not all the information was available but the PC had been pushed into presenting as the sale of the land is imminent. He felt the public should be given the figures and information available in order to form an opinion. This view was echoed by Cllrs Page and G Hill. Cllr Fife Cook stated that the decision whether or not to buy was ultimately the PCs and they should make the decision which was in the best interest of the parishioners. He felt parishioners would not want to be burdened with the vast debt this purchase would place

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the Council in. Cllr Jarvis stated that the number of burials is decreasing year on year with more people opting for cremation. This would make the price per plot after paying for the Devon Hedge Bank, associated costs such as legal fees and ongoing maintenance, so high that barely anybody would be willing to pay it. On top of this the land survey showed that some of the area could not be used for burial anyway. After lengthy discussion Cllr Page proposed that the PC vote now whether to drop this site. If the vote was to drop the site then Cllr Jarvis would continue his work and present all the information at the Annual Parish Meeting as money had already been spent. The PC would also have to look for alternative sites for a burial ground.

Decision Proposed Cllr Page, seconded Cllr G Hill, all in favour.
Motion passed the PC will not purchase the land. Cllr Jarvis will write and inform SWW of the decision. Cllr Jarvis and Cllr Fife Cook to meet and prepare presentation.

09/02/2016/12 **Other projects**

12.1 **Horndon noticeboard and Horndon Village Green**

The Horndon Green Group are ready to place the noticeboard on the green. They have requested PC agendas and minutes be placed on their noticeboard in the future. The notice which needs to be placed initially on the board stating that the PC have adopted the land has been emailed to Chris Staniland.

12.2 **Parking at Mary Tavy and Brentor School**

Cllr J Hill will report that he had received a letter from Geoffrey Cox MP supporting the PC's efforts. He stated in his letter that he has made urgent representation to the Head of DCC Highways as it was obvious to him that the speed limit should be reduced to 20mph. Cllr J Hill had contacted Steve Brockman from Highways stating that the extra signage offered did not go far enough, Cllr J Hill offered further suggestions including a painted 'SLOW' in the road and asked for the costs to be sent to him. He waits to hear a reply.

12.3 **Alternative energy**

Cllr Fife Cook to contact Andrew Shadrake again in order to move this item forward.

09/02/2016/13 **Grants and Donations**

13.1 **Discuss any outstanding matters**

There was nothing further to report, item will be carried forward to the next meeting.

09/02/2016/14 **Website, Telephone**

14.1 **Website**

Clerk will assume responsibility for posting minutes and agendas on the website.

Action Clerk to make a list of old information and documents which need to be removed from the website.

14.2 **Telephone**

The BT telephone contract has now been cancelled.

09/02/2016/15 **Councillor matters**

There was nothing to discuss for this item.

09/02/2016/16 **Other matters for discussion**

There were none at this time.

09/02/2016/17 **Next meeting**

17.1 **Items to be brought forward for inclusion on the next agenda**

There were no items to be brought forward.

17.2 **Date of next meeting**

The date was confirmed as 8 March 2016 7.30pm, Reading Rooms.

There being no further business the Meeting closed at 10.59pm.

Minutes prepared by Mrs Kerri Higham, Clerk to Mary Tavy Parish Council.

Signed: Cllr R Page

Chair of the Parish Council _____

Date _____