

MARY TAVY PARISH COUNCIL

6 October 2020

To all Members of Mary Tavy Parish Council,

You are hereby summoned to attend a Meeting of Mary Tavy Parish Council to be held **online* on Tuesday 13th October 2020, commencing at 7pm**, for the purpose of transacting the following business.

Members of the public and press are invited to attend the meeting. Members of the public and press may access the meeting, without providing notice, using the details specified below. To receive the login details direct to your email account, please contact the Clerk.

LOGIN via PC - <https://zoom.us/j/99251968567>

LOGIN via landline or mobile telephone -

Landline: 0208 080 6591 **OR** 0208 080 6592; **Meeting ID: 992 5196 8567**

One tap mobile: 0208 080 6591, enter: 992 5196 8567# **OR** 0208 080 6592, enter: 992 5196 8567#

Please call the Clerk on 01822 616047 if you are experiencing any problems logging in.

Katherine Anness

Katherine Anness, Clerk to Mary Tavy Parish Council

32 Oak Road, Tavistock, PL19 9EZ

Email: parishclerk@marytavyparishcouncil.co.uk

* A 'virtual' Meeting is permitted by the Local Authorities (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020, No.392.

AGENDA

1. Welcome and brief explanation on the use of online meeting controls 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 full Council meeting (circulated) held on Tuesday 8th September 2020.

6. Confirmation of Minutes: of the last HR Committee meeting held on Monday 5th October 2020. Cllrs. Dunn, Reid and Wright to **resolve** to accept the minutes as a true record.

The HR Committee may update the full Council on any decisions made using delegated powers and/or present any recommendations during the part two section of this meeting.

7. Planning: Dartmoor National Park have asked for comments from the Parish Council:

0408/20: - Proposed: Extension of new private domestic garage/workshop and new log store to existing dwelling at Tormist, Mary Tavy.

0458/20: - Proposed: Slate Cladding of two chimneys and part gable wall to overcome water penetration issues at Wringworthy Farm, Mary Tavy.

20/0060: - Proposed: Tree works within Mary Tavy Conservation Area, Torside Cottage, Church Lane, Mary Tavy.

Schedule of Works:

1. Cypress – Fell.
- 2-24. Ash – Fell.

8. Speeding Working Group: to receive an update from the working group. To approve any recommendations, agree any actions and authorise any expenditure.

9. Climate Emergency Working Group: to receive an update from Cllr. Butland. To approve any recommendations, agree any actions and authorise any expenditure.

10. Devon County Council's updated Local Flood Risk Management Strategy Consultation: the draft documents, produced by Devon County Council and partner authorities, outline how the risk of flooding to property and infrastructure will be managed and reduced over the next six years from 2021-2027.

To consider the draft consultation documents and **determine the Parish Council's responses** to the questions supplied on the online consultation form. The deadline for the submission of completed forms is 15th October 2020.

The draft documents and online consultation form can be viewed, and responded to, by any member of the public at:

<https://www.devon.gov.uk/haveyoursay/consultations/devon-local-flood-risk-management-strategy/>

11. Winter Schedules of Contracted Works:

i) To decide upon the road signs to include in the schedule this year for the maintenance contractor; the contract specifies four hours labour dedicated to road sign cleaning during the autumn, winter and early spring months.

ii) To discuss the parish lengthsman's schedule of ditch and drain clearance work for the winter months (November 2020, December 2020 & January 2021)

note and consider the Clerk's recommendations within the report on drainage powers and responsibilities circulated to all councillors in advance of the meeting.

Last year's schedule of work carried out by the Parish Council's lengthsman during the winter months (November 2019, December 2019 & January 2020):

Clearance of gullies, ditches, pipes and drainage features (e.g. buddle holes) located on:- Brentor Road; the road (approximately one mile) from the cattle grid on Brentor Road to the next cattle grid (leading to Brentor); Warne Lane; Bal Lane; the road leading from the dog bin on Bal Lane, past the primary school, to the bridge at the bottom of Bullers Hill; the road up to Horndon; the road leading to Axna Farm and Kingsett Farm; the roads surrounding Horndon village (the 'triangle'); the road from Horndon, down to the point whereby the BOAT (byway open to all traffic) leading to Horndon Clam begins; and the road from Horndon to Zoar Down, past Zoar Cottages, to the cattle grid (signposted Willsworthy).

12. Finance:

To approve the following payments:

Clerk Salary	£492.96
Clerk Expenses (including use of home as office)	£18.90
Virtual meeting room hire: monthly subscription for Zoom Pro online platform	£14.39
Tavy Signs: A4 sized aluminium composite panel for cemetery gate notice	£36.00
Devon Association of Local Councils: online attendance of Cllr. Williams at the 'Chairing Remote Council Meetings' course on 08/09/2020	£18.00
Gardiner's World	£285.00

To note income received since the last Council Meeting:

Second half precept 2020/21	£8344.50
Cemetery: purchase of right to erect a headstone received from E. Pascoe & Son	£83.00

ii) To receive an update from Cllr. Butland on the quarterly verification of the bank reconciliations produced by the Clerk (dated 31st July, 31st August and 30th September 2020) against the original bank statements.

13. Members' Code of Conduct: To review, amend if necessary, and re-adopt the Members' Code of Conduct (circulated).

14. Campaign to Protect Rural England (CPRE) Membership: annual membership is due to renew by direct debit on 26th November 2020 for £36. To **confirm**, by resolution of the Council, whether to renew the subscription.

15. Certificate in Local Council Administration (CiLCA): The Clerk is ready to start working towards attainment of the CiLCA qualification.

i) To **approve** payment of the invoice generated by the Society of Local Council Clerks (circulated) for £350 to cover the CiLCA course fees.

ii) To **authorise** signing of the Council's section (by the Chairman at a later date) of the CiLCA Learning Agreement (circulated).

16. Correspondence (for information only): an opportunity to discuss the written correspondence received by the Council this month (see appendix one for a list of correspondence received).

17. Councillor Reports (for information only):

- i) Emergency Warden
- ii) Southern Parishes Link Committee Representatives
- iii) DNPA Representative
- iv) Mary Tavy Community Hall & Field Representatives
- v) Police & Crime Commissioner Councillor Advocate
- vi) Cemetery Report.

18. Items for Future Agenda: To receive suggestions for future agenda items.

19. Items for Information: The date of the next Council Meeting: Tuesday 10th November 2020.

END OF PART ONE

PART TWO

20. The Council is recommended to pass the following resolution: -

‘To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information.’

The Chairman to dismiss members of the public and press.

The Clerk to leave the meeting at this point and cease recording the meeting.

In accordance with item 8(b) of the Council’s Addendum to Standing Orders (for the holding of remote Council Meetings), each councillor present shall declare that there are no other persons present in the room with them who are not entitled to be (hearing or seeing) and/or recording the meeting.

21. To authorise a named councillor to be responsible for writing the minutes of the part two section of the meeting in the absence of the Clerk.

22. HR Committee: an opportunity for the HR Committee to update the full Council on any decisions made using delegated powers, during the meeting held on 5th October 2020, and/or present any recommendations. To approve any recommendations, agree any actions and authorise any expenditure.

23. Clerk’s Hours: To **consider** the clerk’s request for two temporary additional paid hours per week to pursue the CiLCA qualification, thereby, increasing the total number of paid hours from 39 to 47 per month. The CiLCA qualification may take up to one year complete.

Appendix One: Correspondence received by the Council between 9th September and 5th October 2020 (circulated to all councillors by email)

Devon Association of Local Councils (DALC) Newsletter #48 2020

West Devon Borough Council (WDBC) news release: Council Calls for Residents' Thoughts on Tavistock Conservation Area

Devon Climate Emergency September Newsletter

WDBC: Dog Waste and Litter Bin Charges

Recycle Devon, "buy less, wear more" campaign launches

White Paper 'Planning for the Future' open to consultation. Forwarded from Mel Stride (Member of Parliament for Central Devon)

Devon and Cornwall's Police and Crime Commissioner Alison Hernandez: Annual Report

Devon and Cornwall Police: Rural Crime Autumn Newsletter

Devon Campaign to Protect Rural England (CPRE): September e-Bulletin

National Association of Local Councils (NALC) Coronavirus update: 14th September 2020

NALC- PC11-20- White Paper: Planning for the Future

DALC Newsletter #51 2020

WDBC Newsletter- 18th September 2020

DALC Newsletter #55 2020

WDBC news release: "Council celebrates National Recycle week by thanking residents"

WDBC news release: "Public urged to be vigilant for bogus green waste collectors"

West Devon news release: "Councillors support leisure centres across the Borough"

DALC Newsletter #57 2020

Contact form sent through our website, parishioner enquiry re: land ownership- received on 24th September

Contact form sent through our website, parishioner enquiry re: flood risk on south side of Brentor Road- received on 25th September

West Devon Council News- 25 September

Temporary Traffic Notice- Chapel Lane, Mary Tavy: 12th – 15th October 2020

Notification of planning decision re: 0386/20 Prince Arthur House

Devon Climate Emergency October Newsletter

West Devon Climate Change and Biodiversity Newsletter - October 2020 Edition

Letter received from Brian Beasley (Tree & Landscape Officer, Dartmoor National Park) re: notification of proposed tree works within Mary Tavy Conservation Area.

WDBC news release: Opening leisure facilities in South Hams and West Devon.