

MARY TAVY PARISH COUNCIL

1 December 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 8th December 2020, commencing at 7pm**, for the purpose of transacting the following business.

Members of the public and press are invited to attend the meeting and may gain access by using the details below. To receive the login details direct to your email account, please contact the Clerk.

LOGIN via PC - <https://zoom.us/j/99548786655>

LOGIN via landline or mobile telephone -

Landline: 0208 080 6591 **OR** 0208 080 6592; **Meeting ID: 995 4878 6655**

One tap mobile: 0208 080 6591, enter: 995 4878 6655# **OR** 0208 080 6592, enter: 995 4878 6655#

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

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 10th November 2020.

6. Ratify the following decisions made between Council meetings (all councillors consulted via group email):

i) Proposed tree works within Mary Tavy Conservation Area: 20/0078 Clitters, Road from Dowerland Farm to Kent House. Schedule of works: 1. Ash – fell. SUPPORT.

ii) DNPA Settlement Profile Update 2020: To approve the questionnaire responses composed by Cllr. Dunn and Cllr. Page that were submitted to DNPA by the Clerk on Thursday 3rd December 2020.

7. Planning: the appointed Planning Inspectorate has asked for comments from the Parish Council:

Appeal to be determined by the Secretary of State:

Appeal Type: Refusal of full Planning Permission.

DNPA Reference, Proposal and Location: 0076/20- Erection of a bungalow (4 bed) and one house (4 bed) along with stable block, tack room, feed room, hay store and tractor parking area at Land east of Brentor Road, Mary Tavy.

8. Planning: Dartmoor National Park Authority (DNPA) have asked for comments from the Parish Council:

0520/20: Erection of two storey rear extension at Henscott Farm, Mary Tavy.

0543/20: Change of use from A4 drinking establishment to residential use, demolition of extensions at front and rear and construction of two ground floor flats in remaining part of the building at Royal Standard, Mary Tavy.

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

10. Climate Emergency Working Group (CEWG): to approve any recommendations and agree any actions.

i) To consider signing the Devon Climate Declaration

(Note for Councillors- this requires approval at a Council meeting as the Devon Climate Emergency Response Group require evidence to be submitted with the signing of the online declaration to demonstrate an organisation's commitment to take action, such as the minutes of a meeting)

The Devon Climate Declaration may be viewed by clicking on the following link:

<https://www.devonclimateemergency.org.uk/devon-climate-declaration/>

ii) To consider the upload of carbon footprint calculators (circulated to Councillors in advance) to the Parish Council's website.

iii) To consider the upload of a message on the Brentor, Lydford & Mary Tavy Facebook Hub to inform parishioners of the existence of the CEWG and to encourage their input and involvement.

iv) To update on the Working Group's progress towards any other objectives.

11. Grant Application submitted by Dartmoor Search and Rescue Team (Tavistock): Dartmoor Search and Rescue Team (Tavistock) have submitted a grant application (circulated) to request £3000 towards their RESCUE-50 Appeal, which aims to raise £50,000 in 2020 for a new rescue control vehicle fitted out with state-of-the-art mapping and communications equipment. To approve any action and authorise any expenditure.

12. Budget for the next Financial Year (April 2021 – April 2022): to continue discussion of next year's budget (draft budget proposal circulated in advance) and precept request and, if appropriate, move to decision making.

13. Finance:

To approve the following payments:

Clerk Salary (adjusted down to account for three working days to be taken as unpaid annual leave at the end of December, see item 16)	£437.91
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Clerk Salary- two hours per week study time to work towards CiLCA qualification (two weeks only - total of four hours, due to annual leave period)	£52.84
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Clerk Expenses (includes replacement black printer cartridge, 2 x tubs of biodegradable natural mole repellent for use in the cemetery and use of home as office allowance)	£40.88
Virtual meeting room hire: monthly subscription for Zoom Pro license	£14.39
HMRC: Employers' National Insurance Contribution	£2.21
DM Payroll Service Ltd: payroll service for the Clerk for second half of the 2020/21 financial year	£60.00
Gardiner's World	tbc

To **note** a direct debit payment processed since the last Council meeting:

23rd November: Campaign to Protect Rural England (CPRE) annual membership fee £36.00

Council to **resolve** to accept the accounts, schedule of payments, bank reconciliation and year-to-date budget sheet.

14. Document Retention and Disposal Policy (including Appendix A: List of Documents for Retention and Disposal): to review, amend if necessary, and re-adopt the Council's Document Retention and Disposal Policy.

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

16. Period of Annual Leave for the Clerk (19th December 2020 – 3rd January 2021 inclusive): to approve this period of annual leave for the Clerk and agree upon a nominated Councillor(s) to deal with any emergencies and/or cemetery business. The Clerk has four days paid annual leave (plus Public Holidays) to use before April 2021; Council permission is sought to take an additional three working days leave unpaid between the two dates supplied above.

17. Councillor Reports:

- i) Emergency Warden
- ii) Southern Parishes Link Committee Representatives
- iii) DNPA Representative
- iv) Mary Tavy Community Field & Hall 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 12th January 2021.