

Minutes of the Meeting of Mary Tavy Parish Council held on Tuesday 8th December 2020, 7pm, in an online publicly accessible meeting room

Present: Cllr. Williams (Chairman); Cllr. Page (Vice Chairman); Cllr. Butland; Cllr. Dunn; Cllr. Hill; Cllr. Prosser; Cllr. Reid; Cllr. Wright; Katherine Anness (Clerk), One member of the public.

1) Welcome and brief explanation on the use of online meeting controls by the Chairman:

The Chairman opened the meeting and informed attendees that the meeting was being recorded for the purpose of the minutes.

2) Open Session for Public Participation (15 minutes): the member of the public in attendance did not wish to make a representation.

3) Apologies for Absence: Borough Cllr. Pearce.

Cllr. Hill joined the meeting at 7.16pm.

4) Declarations of Interest: Cllr. Dunn- items 7 and 8, dispensation granted; Cllr. Prosser- item 7 (not a disclosable pecuniary interest).

5) Confirmation of Minutes: of the last full Council Meeting (circulated) held on Tuesday 10th November 2020.

It was **resolved** to accept the minutes as a true record. Proposed by Cllr. Prosser, seconded by Cllr. Reid. All in favour by a show of hands.

6) Ratify the following decisions made between Council meetings (all councillors consulted by 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 was submitted to DNPA on 3rd December 2020.

RATIFIED. Proposed by Cllr. Dunn, seconded by Cllr. Page. All in favour by a show of hands.

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.

Decision

Mary Tavy Parish Council OBJECT to the appeal and would like the decision (to refuse full planning permission) made by Dartmoor National Park Authority to be upheld, i.e., for the appeal to be dismissed.

The DNPA Case Officer, Mr. Twamley, has concluded in the Officer Report that the proposed development would be contrary to policies COR1, COR2, COR15, DMD1a, DMD1b, DMD22 and DMD23 of the Dartmoor National Park Development Plan. In light of potential non-compliance with many DNPA policies, we cannot continue to support the proposed development.

Proposed by Cllr. Dunn, seconded by Cllr. Page. A vote took place by a show of hands. Six in favour, one against.

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

Cllr. Hill joined the meeting at this point (7.16pm)

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

SUPPORT

Proposed by Cllr. Page, seconded by Cllr. Williams. A vote took place by a show of hands. Seven in favour, one abstention.

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.

SUPPORT

Proposed by Cllr. Williams, seconded by Cllr. Page. All in favour by a show of hands.

Comments: In the opinion of the Parish Council, this application is much improved from the previous withdrawn application. We are, however, concerned that access to the North of the building will not be sufficient to meet the needs of the existing residents of neighbouring properties. There is a need to ensure adequate access for large vehicles e.g., refuse lorries, emergency vehicles and gas/oil tankers. We would like to see the grant of planning permission subject to a condition related to maintenance of the existing, or indeed enhanced widening of the, route of access to neighbouring properties (e.g., Standard Court and The Bungalow).

We second the observation submitted by a member of the public on 7th December 2020 and would also like clarification of the proposed location/layout of parking spaces intended for new occupants of the flats, in order to fully evaluate the parking proposals supplied within the application, in the form of an updated site plan. Our chief concern, in this area, again relates to the notion of narrow access for existing residents.

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

The Speeding Working Group are still awaiting authorisation from Devon Highways before proceeding to purchase of an Evolis Mobile Vehicle Activated Sign (VAS) for the A386.

Action

Clerk to make contact with County Cllr. Sanders to request his assistance to expedite the process of gaining the necessary permission(s) from the highway authority in order that the Parish Council may proceed to purchase of a VAS.

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

i) To consider signing the Devon Climate Declaration:

It was **resolved** that Mary Tavy Parish Council will sign the Devon Climate Declaration.

Proposed by Cllr. Butland, seconded by Cllr. Wright. All in favour by a show of hands. Clerk to action.

The Working Group will look at all the suggested actions to identify and focus on the actions they feel are achievable for a small Parish Council.

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 three carbon footprint calculators (circulated to councillors in advance) to the Parish Council's website.

APPROVED. Links to three carbon footprint calculators will be provided with a disclaimer of non-endorsement of any particular calculator tool.

Proposed by Cllr. Dunn, seconded by Cllr. Wright. All in favour by a show of hands.

iii) To approve the draft message composed by Cllr. Reid (circulated to councillors in advance) for upload to the Brentor, Lydford and Mary Tavy Facebook Hub to inform parishioners of the existence of the CEWG and to encourage their input and involvement.

APPROVED. Proposed by Cllr. Reid, seconded by Cllr. Page. All in favour by a show of hands.

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

Cllr. Williams is investigating the possibility of installation of an electric car charger point within the Coronation Hall car park; Cllr. Page is researching tree planting in certain locations within the parish; Cllr. Dunn has been liaising with DNPA on climate change factors in relation to planning; Cllr. Reid is supporting the CEWG with climate and environment related website items to inform and engage parishioners in the projects the CEWG are working on.

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

Decision

It was **resolved** to donate £1500 to the RESCUE-50 Appeal.

Proposed by Cllr. Page, seconded by Cllr. Prosser. All in favour by a show of hands.

12) Budget for the next Financial Year (April 2021 – April 2022): to agree and finalise the budget proposal (circulated to all councillors in advance) for the financial year commencing 1st April 2021.

Decision

It was **resolved** to approve the budget proposal subject to the following amendment: increase allocation of funds to the lengthsman/flood prevention expenditure subheading from £1350 (as stated in the budget proposal) to £1500.

Proposed by Cllr. Page, seconded by Cllr. Reid. All in favour by a show of hands.

Action

To set the precept during the next full Council meeting to be held on Tuesday 12th January 2021.

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
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
Clerk Expenses (includes replacement black printer cartridge, 2 x tubs of biodegradable natural mole repellent granules for 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 (related to Clerk's November salary)	£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	£225.00

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

23 rd November: Campaign to Protect Rural England (CPRE) annual membership fee	£36.00
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Council **resolved** to accept the accounts, schedule of payments, bank reconciliation and year-to-date budget sheet.

Proposed by Cllr. Wright, seconded by Cllr. Reid. All in favour by a show of hands.

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. Circulated to all councillors in advance with a list of amendments.

Decision

It was **resolved** to re-adopt the Document Retention and Disposal Policy with the inclusion of the amendments suggested by the Clerk.

Proposed by Cllr. Reid, seconded by Cllr. Page. All in favour by a show of hands.

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

The Clerk reported on recent correspondence received since publication of the agenda: West Devon Borough Council (WDBC) have asked whether we would like to receive the Register of Electors 2021,

the Clerk has signed and sent a form to action this; a member of the public contacted the Clerk to inquire as to the location of parish records between 1750-1800, the member of the public was referred to Mrs. Sylvia Baish (Churchwarden for St. Mary's Church) and the website address for the Jubilee Group was supplied; a letter has been received from a tennis coach with an inquiry related to hire of the tennis courts next to the Recreation Field, Clerk to forward the letter on to John Hill (Chairman of Mary Tavy Victory Memorial Recreation Ground Trust) once consent has been obtained from the author of the letter to do so.

16) Period of Annual Leave for the Clerk (19th December – 3rd January 2021): 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 to use before April 2021; Council permission is sought to take an additional three working days leave unpaid between the two dates supplied above.

APPROVED

Proposed by Cllr. Dunn, seconded by Cllr. Williams. All in favour by a show of hands.

Cllr. Williams to be the Council's contact in the event of an emergency and deal with any cemetery business between the two dates supplied above.

17) Councillor Reports:

i) **Emergency Warden:** On 8th December, there was an overnight frost covered by a light rain which made the road condition too treacherous for gritting by the Emergency Warden with the small salt spreader that morning. The Emergency Warden has a supply of salt ready for use this winter.

ii) **Southern Parishes Link Committee Representative:** no report.

iii) **DNPA Representative:** no report.

iv) **Mary Tavy Community Field & Hall Representatives:** The Hall Committee last met on Monday 7th December 2020. The Coronation Hall remains closed due to the coronavirus pandemic. Cllr. Reid, with the consent of John Hill, has initiated contact with the Commissioning Group with regards to offering the Coronation Hall as a potential site for local rollout of the national coronavirus vaccination programme.

v) **Police & Crime Commissioner Councillor Advocate:** no report.

vi) **Cemetery Report:** The Clerk conducted a recent inspection of the cemetery and reported a few potential actions to enhance health and safety for users; Cllr. Williams has completed these actions and also intends to fix the gate to allow it to open and close more easily. A number of mole hills are present; natural mole repellent granules have been applied.

18) Items for Future Agenda: to receive suggestions for future agenda items- no suggestions.

19) Items for Information: the date of the next full Council Meeting: Tuesday 12th January 2021.

MEETING CLOSED at 8.42 pm

Signed.....

Date.....