

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 Room on Tuesday 12th October 2021, 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

32 Oak Road, Tavistock, PL19 9EZ

Tel: 01822 616047

Email: parishclerk@marytavyparishcouncil.co.uk

AGENDA

1. Welcome and Formal Opening of the Meeting

2. Apologies for Absence

3. Declarations of Interest

4. Confirmation of Minutes of the last Council Meeting held on Tuesday 14th September 2021

5. Open Session for Public Participation (15 minutes)

6. Co-option of a Councillor to fill the Casual Vacancy on the Parish Council

i) To receive a short verbal presentation from candidates who have submitted an application form to the clerk before the closing date (Monday 11th October 2021).

ii) To decide on co-option as a full council. Standing order 8 provides guidance to cover the circumstance whereby two or more persons apply for one position.

iii) Successful candidate to sign a declaration of acceptance of office form.

iv) To approve expenditure on DALC's 'Good Councillor' training course for the new councillor.

7. Planning: - Dartmoor National Park Authority (DNPA) have asked for comments from the council:

0500/21: - Proposed: erection of extension to replace conservatory at Valley View, Mary Tavy

21/0050: - Proposed tree works within Mary Tavy Conservation Area: line of 40 beech trees- raise canopy to give 4m ground clearance at Long Island, Mary Tavy

8. Speeding Working Group: to receive an update from Cllr. Reid. To approve any recommendations, agree any actions and authorise any necessary expenditure.

i) To discuss and approve the location on the A386 for the Vehicle Activated Sign and approve any necessary expenditure involved in the installation. Quotes will be sent in advance to Cllrs by email.

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

i) To receive an update re: proposed EV point for the Coronation Hall car park. To agree any actions.

Councillor motions received in advance (items 10-12)

10. Reversal of a previous resolution: special motion submitted by Cllr. Butland, Cllr. Jonas and Cllr. Reid.

The Proper Officer has received written notice from three councillors in accordance with standing order 7(a) to reverse the following resolution that was carried at the council meeting held on 14th September 2021: “to hold a formal public meeting at the end of October with a published agenda to ascertain parishioner views on wilding grassed areas around the parish and a cemetery extension.”

11. Parking situation at the junction that leads to Horndon (near Mary Tavy & Brentor Primary School): motion submitted by Cllr. Hill. To discuss the situation at the junction with regards to parking and agree any actions.

12. Professional marking of grave plots on the ‘triangle’ area of the Parish Cemetery: motion submitted by Cllr. Reid. To revisit the quote supplied by E. Pascoe & Son to measure and mark out grave spaces ready for use (circulated to all councillors in advance of the meeting). To agree any actions and authorise any expenditure.

Matters arising since the last council meeting (items 13-18)

13. Parish Cemetery: to receive an update from Cllr. Williams re: removal of the spoil heap. To agree any actions and authorise any expenditure.

14. Public Meeting Working Group: to receive an update from the working group. To approve any recommendations, agree any actions and authorise any necessary expenditure.

15. Permissive path between the Recreation Ground and the Mary Tavy Inn: to receive an update from Cllr. Reid. To agree any actions.

16. Overgrown hedges and the Virtual Footpath on the A386: to receive an update from Cllr. Reid and the clerk. To agree any actions.

17. War Memorial: to receive an update from the clerk re: advice received from the Commonwealth War Graves Commission related to a recent valuation of the war memorial for insurance purposes.

18. Wilding Grass Verges: to receive an update from the clerk re: permission to sow wildflower seeds on the grass verge at the Station Road junction.

19. Finance:

i) To approve the following payments:

Clerk Salary	£634.97
Clerk Salary (two hours per week to work towards CiLCA qualification)	£108.08
Clerk Expenses (use of home as office & stamps)	£19.81
HMRC: Employers National Insurance contribution (related to the clerk's September salary payment)	£4.77
Parish Council Websites: annual website hosting fee	£216.00
Mary Tavy Reading Room: quarterly bill- room hire for parish council meetings	£30.00
Chilcotts Law: deeds storage fee inclusive of VAT (five years)	£72.00
Gardiner's World	tbc

ii) To note a Direct Debit payment processed since the last council meeting:

4 th October: - West Devon Borough Council: dog bin emptying service	
April 2021 - September 2021	£381.89

iii) To note income received since the last council meeting:

22 nd September: - E. Pascoe & Son: right to erect a headstone fee	£110.00
24 th September: - West Devon Borough Council: second half precept payment	£8,344.50
27 th September: - Morris Bros Ltd: interment fee	£140.00

iv) 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 2021) against statements.

v) To sign (three bank signatories required) an account management form to revert the internet banking authority level to triple (an internal control) following an error made by the bank.

20. Dartmoor National Park Byelaws Consultation: circulated to all councillors in advance by email. To decide whether to respond to the consultation. Consultation deadline: Monday 1st November.

21. Campaign to Protect Rural England (CPRE) Subscription: the subscription expires on 26th November 2021. To decide whether to renew the subscription for £36 per annum.

22. Winter Schedule of Ditch, Gully, Pipe and Drainage Feature (e.g., Buddle Holes) Clearance: see appendix one for the schedule of works

i) To approve the schedule of works for the winter season 2021/22.

ii) To commission Mr. J Jeffery (parish lengthsman) to carry out the clearance work.

iii) To authorise the clerk to prepare and submit a grant application on behalf of the parish council to Devon County Council's Highways Maintenance Community Enhancement Fund for funding to offset some of the cost associated with the schedule of works.

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

- Email from our Neighbourhood Highways Officer, Tom Lee, re: grit bin filling.
- Parishioner email re: Mary Tavy A386 road safety.
- Parishioner email re: transfer of grave ownership/rights.

24. Councillor Reports:

- DALC Annual General Meeting held on 6th October 2021: to receive a report from Cllr. Reid
- Emergency Warden
- Southern Parishes Link Committee Representatives
- DNPA Representatives
- Mary Tavy Community Field & Hall Representatives
- Office of Police & Crime Commissioner Councillor Advocate

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

26. Items for Information: - the date of the next council meeting: Tuesday 9th November 2021 at 7pm in the Reading Room.

Appendix One: Schedule of Works for Parish Lengthsman- Mary Tavy and Horndon

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 (that leads 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 (including Elephants Nest); the road leading to Axna Farm and up to Kingsett Farm; the roads surrounding the hamlet of Horndon (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 next cattle grid (signposted Willsworthy).