

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 Rooms on Tuesday 11th October 2022, 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

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AGENDA

1. Welcome and Formal Opening of the Meeting 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 council meeting held on Wednesday 28th September 2022.

Matters arising since the August and September Parish Council Meetings (items 6-14)

6. Public Meeting: to decide upon a date and venue for a public meeting to inform parishioners of the current situation regarding burial facilities and ongoing highway issues in the parish. To agree any actions.

7. Defibrillator for installation on an outside wall of the Mary Tavy Inn. To receive an update from the clerk.

8. Virtual Footpath on the A386: to receive an update from Cllr. Reid and agree any actions.

9. Campaign for a 40-mph zone on the A386 from the Mary Tavy village sign, past the Mary Tavy Inn, to the 30-mph limit that commences near the Station Road junction: to receive an update from Cllr. Reid.

10. William Crossing's Grave in the closed churchyard of St. Mary's Church. To receive an update from Cllr. Reid.

11. West Devon Broadband Champion Scheme: to receive an update from Cllr. Reid and agree any actions.

12. Brentor Road/A386 junction: to receive an update from Cllr. Reid and agree any actions.

13. Overgrown Vegetation and Pedestrian Use of the Virtual Footpath on the A386 and Brentor Road: to receive an update from the clerk re: hedgerow on Brentor Road and agree any actions.

i) Motion received in advance from Cllr. Griffiths: to discuss the situation regarding overgrown ground level vegetation and pedestrian use of the virtual footpath. To agree any actions.

14. Parish OS Map: to receive an update from the clerk and agree any further actions.

15. Finance

i) To approve the following payments:

Clerk Salary	£715.00
Clerk Expenses (use of home as office + stamps)	£22.54
Clerk Expenses: - reimbursement for upfront payment: one-way courier cost to transport the parish OS map to Icam Archive Systems Ltd for digitalisation	£33.79

ii) To note a direct debit payment processed since the last Council Meeting:

3 rd October: - West Devon Borough Council: bi-annual dog bin emptying fee	£381.89
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iii) To note income received during August and September:

19 th August: - West Devon Borough Council: grant income received from Borough Cllr. Pearce's Locality Fund towards digitalisation of the parish OS map and from the Community Project Grant Scheme for funding towards purchase of a defibrillator	£867.50
16 th September: - West Devon Borough Council: second half precept payment	£8,964.00
21 st September: - Cemetery: Morris Bros Ltd- re-opening + interment fee	£225.00
23 rd September: - HMRC: VAT reclaim for the 2021-2022 financial year	£1,082.15

iv) To receive an update from Cllr. Butland on the quarterly verification of the bank reconciliations produced by the clerk (dated: 31st July and 30th September) against bank statements.

16. Winter Schedule of Ditch, Gully, Pipe, Drain and Drainage Feature 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.

17. Campaign to Protect Rural England (CPRE) Subscription: the subscription expires on 26th November 2022. To decide whether to renew the subscription for £36 per annum.

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

19. Parish Cemetery: to consider whether to purchase and use glyphosate to deal with weeds growing in the gravel path in the centre of the parish cemetery. To agree any actions.

20. Annual Review of the Register of Interests: each councillor to review their entry on the register of interests and inform the clerk of any changes.

Available at: <https://marytavyparishcouncil.co.uk/councillor-documents/>

21. Tackling Climate Change: to receive a report from Cllr. Butland regarding the 'Tackling Climate Change' webinar attended (if applicable).

22. Clerk's Report

23. Councillor Reports:

- Emergency Warden
- Southern Link Parishes/Team West Devon Representatives
- DNPA Representatives
- Mary Tavy Community Field & Hall Representatives
- Office of Police & Crime Commissioner Representative

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

25. Items for Information: - the date of the next council meeting: Tuesday 8th November 2022.

PART TWO

26. 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, the public be excluded from the meeting for the remaining item of business as it involves the likely disclosure of confidential information.'

Reason: information about staff members and contractors is confidential.

Chairman to dismiss members of the public and press following passing the above-stated resolution

Clerk to leave the meeting at this point

27. HR Committee Report: motion received in advance from Cllr. Dunn. To consider the recommendation(s) submitted by the HR committee. To commence discussion regarding budget considerations for staff and contractor costs for the next financial year.

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

Clearance of gullies, ditches, pipes, drains 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 track leading to Horndon Clam begins; the road from Horndon to Zoar Down, past Zoar Cottages, to the next cattle grid (signposted Willsworthy).