

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 9th January 2024, 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 by the Chair**
- 2. Open Session for Public Participation** (15 minutes)
- 3. Declarations of Interest**
- 4. Apologies for Absence**
- 5. Confirmation of Minutes** of the last council meeting held on Tuesday 12th December 2023
- 6. Planning:** - Dartmoor National Park Authority (DNPA) have asked for comments from the council:
0533/23: - Proposed: install conservatory to the front of the property at Holditch Farm, Mary Tavy
<https://dartmoor-online.tascomi.com/planning/index.html?fa=getApplication&id=161912>
- 7. Budget 2024/2025:** to approve the final budget for the 2024/2025 financial year
- 8. Precept 2024/2025:** to set the precept for the 2024/2025 financial year
- 9. Annual Review of Earmarked Reserves:** to review earmarked reserves and approve any changes as part of the budgetary control process

Current earmarked reserves:

Cemetery Land Contingency	£8,208
Road Safety Projects	£9,228
Election Contingency	£2,597

Working party and committee updates (items 10-11):

- 10. Cemetery Land Working Group:** to receive an update from the working group and agree any actions if required
- 11. HR Committee:** to receive an update from the HR committee

Matters arising since the last council meeting (items 12-18):

- 12. Thermal Heat Loss Camera:** to receive an update from Cllr. Dunn and agree any actions

13. Highways:

i) To continue discussion and agree any actions re: parking issues surrounding Mary Tavy & Brentor Primary School, including opposite the junction that leads to Horndon.

ii) To discuss and agree any actions in relation to any other highway issues within the parish.

14. Meeting for Parish Councillors in the Mary Tavy Ward with Sir Geoffrey Cox KC MP: to receive a report from Cllr. Dunn re: the meeting for parish councillors in the Mary Tavy ward held on Friday 5th January with Sir Geoffrey Cox KC MP to raise and discuss local issues

15. Parliamentary Petition for the Government to allocate funds to Devon County Council earmarked for use to improve the road network in West Devon and Torridge.

To discuss and agree any actions in relation to the return of signed paper copies of the petition to the House of Commons by Friday 29th January 2024.

16. Local Walking Routes within Mary Tavy Parish Project: to continue discussion and agree any actions

17. Additional Dog Bin for the Parish: to continue discussion and agree any actions

18. Defibrillator for the Horndon area:

i) To approve the following payment:

London Hearts: proforma invoice for a Mindray C1A Automatic Defibrillator & External Heated Cabinet with keypad lock. £750.00

ii) To discuss and agree any actions related to installation of the new defibrillator.

19. Finance:

i) To approve the following payments:

Clerk Salary	£833.50
Clerk Expenses (use of home as office + stamps)	£21.00
HMRC	£163.94
Tindle Newspapers Ltd: invoice for placing an advertisement in the Tavistock Times Gazette to advertise the parish clerk vacancy	£78.00
Mary Tavy Reading Room: quarterly invoice for room hire	£50.00

ii) To note income received in December:

7th December 2023: - Albery & Redstone Funeral Directors: interment fee, plot G5 £154.00

iii) To **receive** a report from Cllr. Herbert on the quarterly verification of the bank reconciliations produced by the clerk (dated: 31st October; 30th November; 31st December 2023) against bank statements.

20. Annual Review of Parish Cemetery Charges and Regulations: to conduct the annual review of cemetery charges and regulations

Cemetery Charges and Regulations: <https://marytavyparishcouncil.co.uk/parish-documents/cemetery/>

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

22. Councillor Reports:

- Emergency Warden
- Southern Parishes Link Committee Representative
- DNPA Representatives
- Mary Tavy & Horndon Broadband Champion
- Mary Tavy Community Field & Hall Representatives
- Office of Police & Crime Commissioner Representative

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

24. Items for Information: - the date of the next council meeting: Tuesday 13th February 2024

PART TWO

25. 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 and press be excluded from the meeting for the remaining item of business as it involves the likely disclosure of information related to a specific case which could potentially identify a living individual.’

Reason: the council has obligations under data protection legislation with regards to the protection of personal data.

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

26. Parish Cemetery Enquiry: to receive a report from the burial clerk regarding an enquiry from a member of the public seeking permission from the council to inter cremated ashes within a specified full burial plot in the future. To discuss and decide upon the case.