

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 13th February 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

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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 full council meeting held on Tuesday 9th January 2024

6. Confirmation of Minutes of the HR committee meeting held on Monday 29th January 2024

7. Ratification of a Decision made between Council Meetings: - all councillors consulted by email:

Decision to ratify

To approve and adopt the HR committee terms of reference recently amended by the clerk

8. Cemetery Land Working Group: to receive an update from the working group and agree any actions or recommendations if required

9. Special Motion Received in Advance:

The clerk has received written notice by three councillors (Cllr. Dunn; Cllr. Honey; Cllr. Reid), in accordance with standing order 7(a), to rescind the decision made on 12th December 2023 to ask Devon Highways to move grit bin 3603, located near Midlands Farm, to the centre of Horndon.

Reason: the parish council didn't realise at the time the decision was made that a number of properties are clustered around Midlands Farm and it could be the case that grit bin 3603 is relied upon by the residents within those properties.

To consider the special motion detailed above.

Matters arising since the last council meeting (items 10-18):

10. Grit Bin for Horndon: to continue discussion and agree any actions

11. Thermal Heat Loss Camera: to receive an update from Cllr. Dunn and Cllr. Macaskie. To agree any further actions if required.

12. Highways: to discuss and agree any actions in relation to any highway issues within the parish.

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

14. Defibrillator for the Horndon area: to receive an update from the clerk and agree any actions

15. Parish Cemetery Noticeboard: to receive an update from Cllr. Reid

16. West Devon Borough Council's (WDBC) Four Year Corporate Vision and Strategy: to receive an update from Cllr. Dunn re: the rescheduled WDBC virtual meeting held on 17th January 2024

WDBC's Corporate Strategy and Vision: <https://westdevon-ourcorporatestategy.commonplace.is>

17. D-Day 80th Anniversary Celebrations: to receive an update from Cllr. Dunn and agree any further actions if required re: the beacon lighting event due to be held in Mary Tavy on 6th June 2024

18. DNPA Planning: to receive a report from Cllr. Reid

19. Finance:

i) To approve the following payments:

Clerk Salary	£475.95
Clerk Expenses (use of home as office + replacement printer cartridges + envelopes + printer paper + ring binder folders x3)	£45.85
Mr. J Jeffery (parish lengthsmen): winter schedule of ditch, drain, gully, pipe, culvert and drainage feature clearance around Mary Tavy and Horndon	£1,578.00

ii) To note a direct debit payment processed in January:-

23 rd January: - Campaign to Protect Rural England (CPRE): annual membership fee	£36.00
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iii) To note income received since the last council meeting:

19 th January: - grant received from West Devon Borough Council re: Borough Cllr. Oxborough's localities budget contribution toward new defibrillator purchase.	£100.00
2 nd February: - grant received from Devon County Council re: parish lengthsmen's winter schedule, see 19(i) above.	£287.50
5 th February: - Morris Brothers Ltd: reopening + interment fee, plot H12.	£248.00

Councillor motion received in advance (item 20):

20. Community Fridge for Mary Tavy: motion received from Cllr. Honey. To discuss the notion of a community fridge for Mary Tavy and agree any actions if required.

New items of business (items 21-24)

21. Annual Parish Meeting: normally held annually in Mary Tavy in April. To commence discussion and agree any initial actions.

22. Plaque for the Bus Shelter on the A386 in Mary Tavy: to consider a request submitted by a member of the public to install a memorial plaque within the bus shelter.

23. Internal Auditor: to consider the quotes gathered by the clerk and appoint an internal auditor to audit the accounts for the 2023-2024 financial year.

24. Official Portrait of King Charles III: a copy of the portrait is being offered free-of-charge to public authorities across the United Kingdom as part of a scheme to celebrate the new reign. In February, the scheme will be extended to include town and parish councils.

To discuss and agree any initial actions.

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

26. Inspection Reports: to receive reports from the clerk and the Chair re: recent inspections of the parish cemetery and the parish council's fixed assets

27. Parish Cemetery: - Headstone Inspection 2023: to receive a report from the clerk re: headstones that have been refixed since the inspection conducted in Summer 2023

28. 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

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

30. Items for Information: - the date of the next council meeting: Tuesday 12th March 2024