

MEETING OF MARY TAVY PARISH COUNCIL
HELD AT THE READING ROOM, MARY TAVY
ON 12TH MARCH 2024 AT 7:00PM

Present:

Cllr J Dunn	Cllr P Reid
Cllr M Allen	Cllr J Honey
Cllr J Macaskie	Cllr D Herbert

In attendance:

Ms Amy Christie (Parish Clerk)
One member of the public.

The meeting was chaired by the Chair, Cllr Dunn.

FC.24/56 (01) Welcome and Formal Opening of the Meeting by the Chair:

Cllr J Dunn opened the meeting at 7pm and informed attendees that the meeting was being recorded for the purpose of the minutes.

FC.24/57 (02) Apologies for Absence:

Cllr M Jonas – Personal commitment
Cllr M Griffiths – Personal commitment
Cllr R Staniland – Personal commitment
West Devon Borough Council Cllr R Oxborough – personal commitment

FC.24/58 (03) Declarations of Interest and Requests for Dispensations:

None.

****Public Participation:**

We welcome the public to attend meetings and invite comments or questions regarding any of the agenda items. The Committee, at the Chairman's discretion, sets aside a short period of time for this at the commencement of the meeting.

FC.24/59 (04) Questions and Statements by the Public

A member of the public spoke in relation to the grit bin at Horndon to agree with the decision not to move it. The grit bin is damaged and can be reported. The member of the public spoke in relation to additional funding for highways improvements from Devon County Council had received and when it is going to be spent. The member of the public also spoke in relation to planning observations issued by the parish council and put forward planning training. A member of the public asked for clarification on the minutes of the meeting of the 13th February 2024 on the bus shelter, details of the request and resolution. A member of the public requested confirmation of the Clerk's contracted hours and inclusion of the Burial Clerk role. A member of the public asked for an update on the installation of the post and rail fence in the cemetery.

FC.24/60 (05) Minutes

i) The minutes of the last full council meeting held on Tuesday 13th February 2023 (copy previously circulated) with some amendments were confirmed as

a correct record, the amendments are the correct spelling of parishioner Colin Grice's name, and the amendment of the clarification on the resolution of the bus shelter plaque.

Cllr Herbert abstains, did not attend the meeting of 13th February 2024.

ii) To receive any update(s) on actions/items from the previous meeting.

a) Defibrillator Horndon & signs – Photographs have been taken for the Tavistock Times, and the defibrillator has been added to The Circuit.

b) Local Walking routes – no report received, no meeting.

c) Grit bin Horndon – Cllr Reid has contacted residents in Horndon, suggestions for a new grit bin located have been received. A grit bin could be purchased independently, or from Highways, and will be looked into, and who will look after the bin and fill it with grit.

d) Parish Cemetery noticeboard – Cllr Reid has carried out a small repair.

e) Community Fridge Mary Tavy – Cllr Honey provides a short update and Cllr Reid has spoken to the Coronation Hall Trust and it is felt that the management of the fridge requires work and the parish maybe too small to benefit from the initiative. The parish council notes that there maybe a need within the community, and Cllr Honey will continue to look into it.

f) D-Day 80th Anniversary Celebrations – Cllr Dunn has sent correspondence about celebrations and Cllr Allen will keep the Coronation Hall in the loop.

g) DNPA Planning – Cllr Reid had a planning meeting with the DNPA and updated.

h) Official Portrait of King Charles III – The parish council will apply for the portrait of King Charles III and the Coronation Hall has agreed to display the portrait, Cllr Dunn will follow up.

i) Gov.uk domain update – The Parish Clerk has attended a webinar about obtaining a gov.uk domain provided by the Government's Central Data and Digital Office, there is a government grant, the parish clerk will look into the approved registrar of domain providers, attend the second webinar and bring a short report for an agenda item to the next Full Council meeting. A gov.uk domain can improve security and visibility.

FC.24/61 (06) Business Raised by the Public

Members responded to questions raised by the public; Cllr Dunn said the parish council is interested in planning training. Cllr Reid has attended planning sessions at DNPA recently. The parish council will amend the meeting minutes of the 13th February 2024 to clarify the resolution about the bus shelter to specify that the gentleman who built the bus shelter will be commemorated and approval is pending the size, dimensions and inscription of the plaque. Cllr Dunn updated that the Clerk's role includes the Burial Clerk's responsibility and is 50 contracted hours. Cllr Reid confirmed that the parish council will follow up on the installation of the post and rail fence in the cemetery. No business has been received from the public through correspondence.

Matters arising since the last council meeting

FC.24/62 (7) Highways, DCC Traffic Regulation Amendment Order & Primary School Parking

i) Members received and noted Highways updates, Cllr Dunn updates thanked Highways Officer Brad Elliot for all the help the parish has received, and requested updates on 40mph section on the A386 and the A386 remarking. Brad Elliot has been in contact and will provide updates when available. Cllr Dunn has been in contact with Cllr Oxborough and

has not had any update from Sir G Cox about Highways, and Cllr Dunn has no update about the petition the community presented.

- ii) Members received an update on the Devon County Council (West Devon HATOC) (Traffic Regulation) Amendment Order 2024 – 6034, Cllr Dunn clarified the Traffic Regulation Amendment Order 2024-6034 limited waiting on reduced lengths on the layby outside the post office to not permit parking across entrance ways and comes into force on the 20th March 2024.
- iii) Members considered parking around the primary school and agreed an action to contact the Highways Officer to arrange a site meeting.

FC.24/63 (8) Annual Parish Meeting Thursday 11th April 2024

- i. Members discussed and agreed a proposed date and time put forward by the working group of Thursday 11th April at 7pm at the Coronation Hall for the Annual Parish Meeting.
- ii. Members discussed the format of the Annual Parish Meeting and invitations to key bodies; Cllr Honey will contact key bodies the Police, DNPA Ranger and others with invitations. The working groups are working on publishing the invitation to the parish meeting.

New items of business

FC.24/64 (9) Councillor Reports

- i) Emergency Warden – No report received, nothing to report.
- ii) Southern Parishes Link Committee Representative – No report received, no meeting.
- iii) DNPA Representatives – Cllr Paul Ried updated that he had had meetings with DNPA about planning, management of planning complaints, and communication with parish councils.
- iv) Mary Tavy & Horndon Broadband Champion – Cllr Dunn has been in contact with Cllr R Oxborough has been following up with Connecting Devon & Somerset and Sir G Cox.
- v) Mary Tavy Community Field & Hall Representatives – Cllr Allen updated that the Trust is looking at repairs and a new fund for energy efficiency.
- vi) Office of Police & Crime Commissioner Representative – no report received.

FC.24/65 (10) Parish Notice board

Members received a report from Cllr Reid in relation to repairs and maintenance required to prolong the life of parish noticeboard and the materials to be used in the repair/maintenance.

Resolved: Following discussion, members agreed to the spend to the value of £50 for materials for the repair of the noticeboard. Cllr Dunn proposes, Cllr Honey seconds, all in favour.

FC.24/66 (11) Harmony's Choir Grant (2019) and Piano (Keyboard)

Members received and noted an update that Harmony's Choir has ceased all activity/closed, following a grant awarded by Mary Tavy Parish Council in 2019 to fund the purchase of a piano (keyboard) and under the conditions of

the grant, Harmony's Choir is obliged to offer the return the item to Mary Tavy Parish Council if the council upholds the condition.

ii) Members discussed a request from Mary Tavy and Brentor Primary School to receive the piano (keyboard) and determine the conditions of receipt of the item.

Resolved: Following discussion, members resolved to award the piano (keyboard) to Mary Tavy and Brentor Primary School for sole use and with no conditions of return of the item. Cllr Reid proposes, Cllr Honey seconds, all in favour.

FC.24/66 (12) Tavistock Neighbourhood Development Plan

Members discussed an update from Cllr Dunn about the Tavistock Neighbourhood Development Plan.

Resolved: Following discussion, if members wish to respond they can respond individually.

FC.24/67 (13) Devolution Deal

Members received and noted a report on the Devolution Deal Devon County Council and Torbay Unitary Authority and agree any actions as required.

Resolved: Following discussion, members noted the report on the Devolution Deal Devon County Council and Torbay Unitary Authority and will respond to the consultation individually.

FC.24/68 (14) Walking and Cycling (LCWIP) Project update

Members received and noted the Walking and Cycling (LCWIP) Project update - barriers and interventions identified from South Hams District Council and West Devon Borough Council. Members discussed that the proposed changes were not in Mary Tavy or nearby areas and there are no comments, and the district and borough council may include schemes in Mary Tavy and surrounding areas in future plans and consultations.

FC.24/69 (15) Inspection Reports

Members received an update in relation to grass cutting and grounds maintenance management and inspections and agree any actions as required.

Resolved: The parish clerk will maintain contact with the grass cutting and grounds maintenance management provider and inspections will be carried out. Cllr Dunn proposes, Cllr Honey seconds, all in favour.

FC.24/70 (16) Accounts & Financial Statement

i) Members **approved** the following payments:

Grass Cutting & Maintenance Contractor Mr C Ball	£178
Reimbursement Defibrillator Signs	£39.44
Clerk Salary February	£579.67

(n.b. no tax or pension was applied by payroll to this month's payslip).

Clerk Expenses	February	
use of home as office		£20
Reimbursement for note pad		£1.50
Clerk's Salary	March	£ 509.50
(n.b. tax was applied for month of February and March to this month's payslip).		
Clerk's Expenses	March	
use of home as office		£20

ii) Members received and approved payment and receipt transactions between 2nd February 2024 and 29th February 2024

Date	Details	Payments	Receipts
02/02/2024	DEVONCC 5139676 (P2P-30139207)		£287.50
05/02/2024	MORRIS BROS (Burial Fees)		£248.00
08/02/2024	MORRIS BROS (Burial Fees)		£154.00
15/02/2024	Mr. J Jeffery (Lengthsman)	£1,578.00	
16/02/2024	Katherine Anness (Salary)	£521.80	

Resolved: Members noted that the bank is currently processing the bank mandate update request.

FC.24/71 (17) Legal Advice Service (LAS)

Members considered the services of a legal advice service agreement for 2024/2025. The parish Clerk provided some information on the legal advice service.

Resolved: Following discussion, members noted the services of a legal advice agreement.

FC.24/72 (18) Income Generation

The parish clerk provided some information on income generation for councils. Members discussed any potential to look for opportunities for further income generation as appropriate.

Resolved: The parish clerk will look at financial institutions, reserves, and potential income generation and bring a report to the parish council for consideration.

FC.24/73 (19) Model Standing Orders and Reports

Members received and noted the Model Standing Orders and requirements for reports to be provided to the clerk with three clear days' notice before agendas are issued.

FC.24/74 (20) Matters brought forward by Councillors: (for information only).

- i) Members would like an update from the cemetery working group to go on the next meeting agenda.
- ii) Scheduling of an HR Committee meeting for 28th March at 2pm.

Meeting closed at 9:16pm

Members noted the date of the next council meeting: Tuesday 9th April 2024.

Signed Date