



## MARY TAVY PARISH COUNCIL

*Under 'The Openness of Local Government Bodies Regulations 2014' this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media, the council or members of the public.*

2<sup>nd</sup> July 2024

**To: all members of Mary Tavy Parish Council**

Cllr Dunn, Cllr Reid, Cllr Honey, Cllr Jonas, Cllr Allen, Cllr Griffiths and Cllr Herbert.

Dear Councillors,

You are hereby summoned to attend a **Full Council** meeting of Mary Tavy Parish Council to be held in the **Reading Room on Tuesday 9<sup>th</sup> July 2024 at 7pm**, for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.

*\* The Parish Council invites members of the public to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise.*

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### AGENDA

**FC.24/104 (1) Welcome and Formal Opening**

The chair of the meeting to welcome and formally open the meeting.

**FC.24/105 (2) Apologies for absence**

To **receive** and **consider** for acceptance, apologies for inability to attend.

**FC.24/106 (3) Declarations of Interest and Requests for Dispensations**

To **declare** any disclosable pecuniary interests or any other interest which members may have in the following agenda items and **consider** any dispensation requests.

**\*\*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.24/107 (4) Business Raised by the Public**

To **resolve** to refer any business raised by the public in public discussion and any other matters or items of information from Councillors, to the appropriate Committee or to resolve to agree on any other action.

**FC.24/108 (5) Minutes:**

- i) To **agree** as a correct record and **approve** the minutes of the meeting of 11<sup>th</sup> June 2024 (copy previously circulated).
- ii) To **receive** any update(s) on actions/items from the previous meeting.
  - a) Community Fridge Mary Tavy
  - b) Cemetery Land Working Group

- c) Repair of fence on the permissive footpath between the coronation hall the Mary Tavy Inn
- d) Model Financial Regulations working group update
- e) HR pension update
- f) Defibrillator at Post Office

**Matters arising since the last council meeting**

**FC.24/109 (6) Highways**

- i) To **receive** and **consider** any updates in relation to Highways.
  - Updates Double white lines
  - Implementation of the 40mph speed limit near the Mary Tavy Inn
  - Repaint of the white line forming the boundary of the former virtual footway

**New items of business**

**FC.24/95 (7) Councillor Reports**

- i) Emergency Warden
- ii) Southern Parishes Link Committee Representative
- iii) Mary Tavy & Horndon Broadband Champion
- iv) Mary Tavy Community Field & Hall Representatives – no report provided, no update.

**FC.24/110 (8) Consideration of Planning Application(s):**

DNPA Applications listed to 05.06.24:

- i) 0226/24 Change of use from Reading & Recreation Rooms to 2-storey dwelling at The Reading Rooms, Bal Lane, Mary Tavy, Tavistock, PL19 9QA (DNPA has granted an extension to the Parish Council for observations, due by 10.07.24).

**FC.24/111 (9) Defibrillator Training**

- i) To **receive** a verbal update from Cllr Reid about the defibrillator training provided by the Devon Air Ambulance at the Coronation Hall and **consider** a donation(s) to the Devon Air Ambulance from any party as appropriate.

**FC.24/112 (10) Co-option of two parish councillors & Co-option Policy**

- i) To **receive** and **note** that the parish council has not received any applications for co-option by the 1<sup>st</sup> July deadline.
- ii) To **consider** re-running the co-option vacancies and to **set** the dates for advertising and the application deadline.
- iii) To **receive** and **consider** adopting the co-option policy.

**FC.24/113 (11) Flood Equipment & Supplies**

- i) To **receive** and **consider** an offer of the donation of flood equipment and supplies currently held by the Jubilee Group to be donated to the parish council for the parishioners of Mary Tavy.
- ii) If, the offer of the donation is accepted by the Parish Council to **discuss** and **agree** where flood equipment and supplies will be held and how parishioners will access equipment and supplies.
- iii) To **consider** any further provision of replenishment of supplies; sandbags or the self-inflating equivalent, and to **consider** any quotations obtained.

**FC.24/114 (12) Bank Mandate**

To **approve** the following amendments to the existing bank mandate.

Additions: Jane Honey (or any other member as appropriate)

**FC.24/115 (13) Annual Return - 2023/24:**

- i) To **receive** and **note** the extension for submission of the AGAR (by 31<sup>st</sup> July 2024).
- ii) To **receive** and **note** the Annual Internal Audit Report.
- iii) To **approve** the Annual Governance Statement and agree that the Chairman and Parish Clerk sign the document.
- iv) To **approve** the accounting statements and agree that the Chairman signs the document(s).
- v) To **approve** the annual financial statement for year ended 31<sup>st</sup> March 2024 as an accurate reflection of the financial position of the Council and its income and expenditure and agree that the Chairman signs the document.
- vi) To **approve** the year end bank reconciliation for 2023/24.
- vii) To **approve** the dates of 15<sup>th</sup> July – 23<sup>rd</sup> August 2024 for the Period for the Exercise of Public Rights with the announcement (Date of Announcement of notice to be published on the Councils website advising public rights and publication of unaudited Annual Governance & Accountability Return) being posted on 12<sup>th</sup> July.

**FC.24/116 (14) Accounts & Financial Statement**

- i) To **approve** the following payments:

Grass Cutting & Maintenance Contractor Mr C Ball June	£649
HMRC P30 Employer's Payslip	£152.34
Clerk Salary & working from home allowance July & Clerk mileage SLCC event attendance	£635.72
Reimbursement A Christie one ream of printer paper	£4.75

- ii) **Receive** and **approve** payment and receipt transactions between 1<sup>st</sup> June 2024 and 30<sup>th</sup> June 2024

*Treasurer's Account*

<b>Date</b>	<b>Details</b>	<b>Payments</b>	<b>Receipts</b>
17/05/24	Grass Cutting & Maintenance Contractor Mr C Ball May	£468	
17/05/24	The Environment Agency Pre-planning Assessment	£660	
17/05/24	HMRC P30 Employer's Payslip	£152.54	
17/05/24	Clerk Salary June	£574.21	
17/05/24	Reimbursement for laptop & printer	£378.99	
17/05/24	Reimbursement for portable hard drive	£47.99	
30/06/24	Quarterly banking service charge	£18.00	
			(None)

*Reserves Account*

<b>Date</b>	<b>Details</b>	<b>Payments</b>	<b>Receipts</b>
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30/06/24

Bank interest received

£138.29

**FC.24/117 (15) Matters brought forward by Councillors: (for information only).**

To receive any items for future agendas.

*The date of the next Full Council meeting is Tuesday 13<sup>th</sup> August 2024.*

**SIGNED** *A Christie*

**DATE: 2<sup>nd</sup> July 2024**

**A CHRISTIE – PARISH CLERK**

*\*Copies of correspondence circulated to Councillors with this agenda, which will be considered at the meeting.*