

MEETING OF MARY TAVY PARISH COUNCIL
HELD AT THE READING ROOM, MARY TAVY
ON 9TH JULY 2024 AT 7:00PM

Present:

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

In attendance:

Ms Amy Christie (Parish Clerk)
Cllr R Oxborough, West Devon Borough Council
Four members of the public.

The meeting was chaired by the Chair, Cllr Reid.

FC.24/104 Welcome and Formal Opening of the Meeting by the Chair:

Cllr Reid opened the meeting at 7pm and informed those in attendance that the meeting was being recorded for the purpose of the minutes.

FC.24/105 Apologies for Absence:

Cllr M Jonas – Work commitment
Cllr M Griffiths – Personal commitment

FC.24/106 Declarations of Interest and Requests for Dispensations:

Cllr Allen and Cllr Reid declared an interest in agenda item 0226/24 Change of use from Reading & Recreation Rooms to 2-storey dwelling at The Reading Rooms, Bal Lane, Mary Tavy, Tavistock, PL19 9QA.
Cllr Dunn declared an interest in planning, however has a dispensation.

FC.24/107 Business Raised by the Public

A member of the public spoke in relation to agenda item 0226/24 Change of use from Reading & Recreation Rooms to 2-storey dwelling at The Reading Rooms, Bal Lane, Mary Tavy, Tavistock, PL19 9QA, raising concerns over roof windows and gable windows overlooking neighbouring properties' windows, and windows not being high enough, that a single storey property only appropriate for the site and a two storey building is an issue on the site. That a holiday let could be considered on the site.
The planning applicant spoke in relation to agenda item 0226/24 stating that the application had gone through Dartmoor National Park Authority's Pre-planning assessment and stated reasoning behind the decision to present the application.

FC.24/108 Minutes:

- i) The minutes of the meeting of 11th June 2024 (copy previously circulated) were approved, subject to a typing error being corrected.
- ii) Members received updates on actions/items from the previous meeting.
 - a) Cllr Honey has circulated information to councillors on the operational management of a community fridge and it is not considered a viable

- project at this time. The Coronation Hall is unable to host a community fridge.
- b) Cllr Reid provided an update on the cemetery land working group and a geotechnical survey to do a tier one study has been contracted and funded by a private donor, external to the council. There will be a site visit next week and Cllr Reid will update.
 - c) Repair of fence on the permissive footpath between the coronation hall the Mary Tavy Inn - Cllr Reid provided an update that there maybe a grant from the Dartmoor National Park available for approximately 50% of the full cost of the repairs.
 - d) Model Financial Regulations working group update – Cllr Herbert provided an update from the working group and is working on two sets of documents, and has identified areas requiring review.
 - e) HR Pension update, Cllr Herbert has registered the council with the pension provider NEST, and has just created an account for the Clerk, the Clerk will apply the pension backdated.
 - f) The defibrillator in the post office had been temporarily switched off in error, the defibrillator is working correctly and will remain switched on.

Matters arising since the last council meeting

FC.24/109

Highways

- i) To **receive** and **consider** any updates in relation to Highways.
 - Updates Double white lines – Cllr Reid will follow up with Brad Elliot.
 - Implementation of the 40mph speed limit near the Mary Tavy Inn – Cllr Reid updates that he has not had contact from Cllr P Sanders and Stuart Hughes Cabinet Member, no response is disappointing, Cllr Reid will follow up and also include Meg Booth in copy.
 - Repaint of the white line forming the boundary of the former virtual footway – Cllr Reid updates that he is seeking an update.

New items of business

FC.24/109A **Councillor Reports**

- i) Emergency Warden – Update will be discussed under agenda item FC.24/113 Flood Equipment and Supplies.
- ii) Southern Parishes Link Committee Representative – Cllr Dunn updates that the South Parishes Link has been rebranded Devon Matters and there is a meeting on Wednesday 17th July at 7.30pm
- iii) DNPA Representatives – no report.
- iv) Mary Tavy & Horndon Broadband Champion – Cllr Reid will follow up with Openreach, West Devon are likely to be included in bidding rounds.
- v) Mary Tavy Community Field & Hall Representatives – Cllr Allen provided a short update on the fair that raised £2,200 and adaptations to the hall including a thermal wrap render. Additionally, a new lighting and heating system will be installed.
- vi) Office of Police & Crime Commissioner Representative – no updates.

*Cllr Allen & Cllr Reid left the meeting.
Cllr J Honey Chaired the next agenda item.*

FC.24/110 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

Resolved: No objection, subject to consideration of i) off-road car parking provision contained within the boundaries of the site, visibility from neighbouring properties for vehicles entrance/exit is difficult, ii) repositioning of the skylights higher up in the roof space on the Northside elevation to avoid overlooking of windows into properties to the rear/northside, the northside dormer is more visible/overlooked iii) request for placing windows on the southside elevation instead of the northside as both northside and southside are equally overlooked from the public right of way and neighbouring properties.

Cllr Reid & Cllr Allen returned to the meeting.

Cllr Reid chaired the meeting again.

FC.24/111 (9) Defibrillator Training

i) Cllr Reid provided a verbal update about the defibrillator training provided by the Devon Air Ambulance at the Coronation Hall and following discussion the parish council resolved to to make a contribution of £100 to the Devon Air Ambulance.

FC.24/112 Cooption Councillor Vacancies

i) Councillors received and noted that no applications for cooption had been received, however, that there was some interest in the vacancies.
ii) Councillors discussed rerunning the cooption and setting dates for cooption after the summer, and deferred the item to the next full council meeting.
iii) Councillors resolved to adopt the cooption policy with an amendment to the option of the secret ballot at the chair's discretion. The parish clerk provided the clarification that under the standing orders any councillor can request a recorded vote.

FC.24/113 Flood Equipment & Supplies

i) Councillors discussed 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.

Resolved: Following discussion:

i) Councillors agreed to accept the offer of the donation of flood equipment and supplies from the Jubilee Group. The Clerk updated that following this resolution the Jubilee Group will take it to their trustees for approval.
ii) Councillors resolved that Mary Tavy's Emergency Warden will hold and store the flood supplies and equipment on behalf of the parish council.

iii) Councillors discussed procuring further supplies, once the supplies from the Jubilee group have been received and accounted for, the parish council can then consider what supplies are required.

FC.24/114 Bank Mandate

Councillors approved the following amendments to the existing bank mandate.

Additions: Jane Honey

FC.24/115 Annual Return - 2023/24:

i) Councillors received and noted the extension for submission of the AGAR (by 31st July 2024).

ii) Councillors received and noted the Annual Internal Audit Report.

iii) Councillors approved the Annual Governance Statement and agree that the Chairman and Parish Clerk sign the document.

iv) Councillors approved the accounting statements and agree that the Chairman signs the document(s).

v) Councillors approved the annual financial statement for year ended 31st 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) Councillors approved the year end bank reconciliation for 2023/24.

vii) Councillors approved the dates of 15th July – 23rd 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 12th July.

FC.24/116 Accounts & Financial Statement

i) Members approved the following payments:

Grass Cutting & Maintenance Contractor Mr C Ball	June	£649.00
HMRC P30 Employer's Payslip		£152.54
Clerk Salary July		£635.72
Reimbursement A Christie one ream of paper		£4.75
Reading Room First Quarter	April – June 2024	£40.00
DM Payroll Payroll Services		£60.00

ii) Members received and approved payment and receipt transactions between 1st June 2024 and 30th June 2024

Treasurer's Account

Date	Details	Payments	Receipts
17/06/24	Grass Cutting & Maintenance Contractor Mr C Ball	May £468	
17/06/24	The Environment Agency Pre-planning Assessment	£660	
17/06/24	HMRC P30 Employer's Payslip	£152.54	
17/06/24	Clerk Salary	June £574.21	

17/06/24	Reimbursement for laptop & printer	£378.99	
17/06/24	Reimbursement for portable hard drive	£47.99	
30/06/24	Quarterly banking service charge	£18.00	(None)

Reserves Account			
Date	Details	Payments	Receipts
30/06/24	Bank interest received		£138.29

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

- i) Cllr Oxborough brought the UK Shared Prosperity Funding to members attention; the parish clerk has shared a link to West Devon Borough Council's UKSPF page with councillors by email previously.
- ii) Cllr Oxborough also highlighted the locality budget and an application may be made.
- iii) Cllr Reid provided an update on cemetery inspections and organising a work party for the cemetery fence.
- iv) Cllr Dunn would like to bring the Emergency Plan to the August meeting.

The date of the next Full Council meeting is 13th August 2024.

Meeting closed at 8.33pm

Signed **Date**

