



## 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.*

4<sup>th</sup> September 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 10<sup>th</sup> September 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.24/134 (1) Welcome and Formal Opening**

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

**FC.24/135 (2) Apologies for absence**

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

**FC.24/136 (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.24/137 (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.24/138 (5) Minutes:**

- i) To **agree** as a correct record and **approve** the minutes of the meeting of 13<sup>th</sup> August 2024 (copy previously circulated).
- ii) To **receive** any update(s) on actions/items from the previous meeting.
  - a) Cemetery Land Working Group
  - b) Repair of fence on the permissive footpath between the coronation hall the Mary Tavy Inn

- c) Model Financial Regulations working group update
- d) HR pension update

### **Matters arising since the last council meeting**

#### **FC.24/139 (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
  - Hedges

### **New items of business**

#### **FC.24/140 (7) Councillor Reports**

- i) Emergency Warden
- ii) West Devon Matters (Southern Parishes Link) Representative
- iii) DNPA Representatives
- iv) Mary Tavy & Horndon Broadband Champion
- v) Mary Tavy Community Field & Hall Representatives
- vi) Office of Police & Crime Commissioner Representative

#### **FC.24/141 (8) Flood Equipment & Supplies**

To **receive** and **consider** an update from Cllr Reid and the Emergency Warden on Flood Equipment and supplies and consider any action as appropriate.

#### **FC.24/142 (9) Audit Recommendations**

To **receive** and **note** audit recommendations from the auditor, and **consider** taking any action as appropriate.

#### **FC.24/143 (10) Review of Policies**

- i) To **receive** and **note** that contact details to include the new gov.uk website and email details have been updated on applicable policies.
- ii) To **consider** the review of policies shared by the working group and consider a schedule of review dates and any policy gaps or new policies required as appropriate.

#### **FC.24/144 (11) Standing Orders**

To **consider** re-adopting the Standing Orders.

#### **FC.24/145 (12) Code of Conduct**

To **consider** re-adopting the Code of Conduct.

#### **FC.24/146 (13) Freedom of Information Publication Scheme**

To **consider** re-adopting the Freedom of Information Publication Scheme.

#### **FC.24/147 (14) Grant Awarding Policy**

To **consider** re-adopting the Grant Awarding Policy.

#### **FC.24/148 (15) Local Council Sector Conference Attendance**

- i) To **consider** the attendance of the clerk of the council at the DALC AGM & Conference October 24.
- ii) To **consider** the attendance of the clerk of the council at the SLCC National Annual Conference October 24.

**FC.24/149 (16) Remembrance Day Wreath**

To **consider** purchasing a Remembrance Day Wreath for 2024.

**FC.24/150 (17) Accounts & Financial Statement**

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

Grass Cutting & Maintenance Contractor Mr C Ball August	£468.00
Clerk's Salary September – pending receipt of payslip from payroll	<b>£tbc</b>
HMRC P30 Employer's Payslip	£152.54
Council's September monthly pension contribution	£42.83
Reimbursement Fence materials Timber Paul Reid	£152.88
Audit Services Rachel Avery	£200.00
DALC AGM & Conference Attendance Oct for clerk	£50.00

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

*Treasurer's Account*

<b>Date</b>	<b>Details</b>	<b>Payments</b>	<b>Receipts</b>
19/08/24	Grass Cutting & Maintenance Contractor Mr C Ball June	£468.00	
19/08/24	HMRC P30 Employer's Payslip	£152.54	
19/08/24	Employer's Pension Contribution April – Aug 24	£209.24	
19/08/24	Reimbursement A Christie ink cartridges 1 x colour, 2 black & stationery	£32.92	
19/08/24	Reimbursement A Christie MS Office product key purchase	£11.69	
19/08/24	The Environment Agency Pre-planning Assessment 2 <sup>nd</sup> Invoice 366993	£180.00	
19/08/24	Clerk Salary & working from home allowance August (including backdated pension contribution)	£487.95	
			(None)

**FC.24/151 (18) 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 8<sup>th</sup> October 2024.*

**SIGNED** *A Christie*

**DATE: 4<sup>th</sup> September 2024**

**A CHRISTIE – PARISH CLERK**

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