

Minutes of the Parish Council Meeting

Date	12 July 2016
Location	Reading Rooms, Mary Tavy
Those present	Cllr P Jarvis, Cllr M Fife Cook, Cllr J Hill and Cllr R Page (4)
Others present	Mrs K Higham (Clerk), 2 members of the public

Proceedings

Parishioners' Time	Mrs Sue Jarvis attended the meeting in order to inform the PC that at this year's Remembrance Ceremony she would be placing a personal tribute to commemorate the passing of her Grandfather in 1916.
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The Chairman declared the meeting open at 7.30pm.

- 12/07/2016/1 **Apologies for absence**
Cllr G Hill sent his apologies as did Cllr J Hill who would be late to the meeting. Cllr J Hill arrived at 7.46pm.
- 12/07/2016/2 **Declarations of Interest**
Agreed that disclosure of pecuniary and other interests that may affect items on this agenda would be declared as they arise during the course of the meeting.
- 12/07/2016/3 **Approval of Meeting Minutes**
- 3.1 **Council meeting, 14 June 2016**
The minutes were approved subject to the following changes; item 5.2 *Hill* to Hill. Item 6.2.b line 5, *have* changed to had. Item 6.2.c line 3, *oer* changes to over. Item 6.2.e line 3, *her* changed to he. Item 6.2.f last line, *Parishioner's* changed to Parishioners'.
- Decision* Proposed Cllr Fife Cook, seconded Cllr Page, all in favour.
- Extraordinary Council meeting, 28 June 2016**
The minutes will be considered for approval at the PC meeting in August.
- 12/07/2016/4 **Matters arising**
There was nothing to discuss under this item.
- 12/07/2016/5 **Finance**
- 5.1 **Review and approval of monthly Financial Report**
The Clerk informed Cllrs that a change had been made to the monthly financial statements by way of an additional column which would state whether the payment or receipt had cleared into the bank account. Cllr Page asked that moving forward the Clerk also states the specific date the financial report was completed.
The Financial Report was approved.
- Decision* Proposed Cllr Jarvis, seconded Cllr Page, all in favour.
- 5.2 **Authorisation of payments**
Payment by BACS of wages and expenses to the Clerk was approved. Payment by cheque of wages to the Burial Clerk was approved. Payment by BACS to Craig Gardiner was approved.
- Decision* Proposed Cllr Page, seconded Cllr J Hill, all in favour.
Total paid out £891.88. Total received £0.77 in bank interest.
- 5.3 **Review and approve changes to the 2016/17 budget**
The Clerk presented proposed changes to the 2016/17 budget as well as final figures for 2015/16. The Council approved the changes.
- Decision* Proposed Cllr Jarvis, seconded Cllr Fife Cook, all in favour.
- 12/07/2016/6 **Correspondence**
- 6.1 **Update on previous correspondence**
- 6.1.a **Housing Needs Survey**
Cllr Jarvis had questioned the authenticity of the survey and asked that the Clerk look into the matter. The Clerk reported that she had been informed by both WDBC and

DNPA that they had very little prior knowledge, they were asked if they would be conducting a Housing Needs Survey this year to which the answer was no. However they were not asked when a Housing Needs Survey would be carried out for the three villages, whether it could be brought forward or if they had the funds to do so. WDBC and DNPA would not be party to any information gathered by the survey.

6.1.b Higher Spring

The Clerk received a telephone call from Clare Brown of No. 1 Higher Spring informing the PC that the leat running through her land was currently flowing freely. Cllr J Hill asked the Clerk to contact her again to ask if the Parish Lengthsman could visit her property to inspect the leat.

Action Clerk to contact Clare Brown.

6.1.c Potholes on Chapel Lane

The Clerk reported that she had contacted Highways and was informed that the potholes on Chapel Lane had been subject to a temporary fix. No timescale was supplied for when a permanent fix would take place.

6.1.d Roger Baldry

Mr Baldry has written to the PC on a number of subjects in recent months. The Chair of the PC, Cllr Jarvis, has responded to Mr Baldry in writing.

6.2 Receive any recent correspondence or messages passed to the Parish Council and consider actions required

6.2.a Brentor Road – Cattle grid

The Clerk was copied into an email from Mr Ray Aston informing Highways of the collapse of a cattle grid on Brentor Road. The road has since been closed however, traffic has been passing through the side gate. As a consequence, more recently, a vehicle hit the gate and broke the gatepost which has now been fixed by Highways. The PC would like to remind people that if they use the side gate to take great care and also ensure that the gate is closed behind them. The PC would also ask that in situations such as this that members of the public follow proper procedure and contact the Clerk.

Action Clerk to follow up with Highways with the aim of getting the cattle grid opened as soon as possible.

6.2.b Mary Tavy & Brentor Primary School – 180th anniversary

Cllrs were invited to attend the 180th anniversary celebrations at Mary Tavy & Brentor Primary School, three members of the Council attended and commented that they very much enjoyed their visit. The children were a credit to the school.

6.2.c Standard Court - Rats

Cllr Fife Cook spoke to a resident of Standard Court who informed him that there had been an increase in the number of rats in the area. WDBC Environmental Health team had sent pest control to investigate. Advice about how to deter the animals has been provided. Environmental Health will continue to monitor the situation.

6.2.d A386 – Central white line

Cllr Fife Cook had spoken to a resident who pointed out that the newly painted white lines down the centre of the A386 from the Methodist Chapel towards the moors differed to what had been there prior to the resurfacing work. A broken white line had been painted where a solid white line should have been, making this section of road very dangerous. The resident had contacted Highways themselves who informed them the lines had been painted incorrectly and the issue would be resolved shortly.

12/07/2016/7 Communication with Parishioners

Cllr Fife Cook informed the Council that the copy date for the next issue of the Jubilee Group Newsletter would be 18 July. Cllr Jarvis confirmed he will submit an article for the PC for both Blackdown and Jubilee Group Newsletters.

12/07/2016/8 Reports from Councillors and outside organisations

8.1 Emergency Warden and Snow Warden

Cllr J Hill reported that he was called to a property on Brentor Road whose driveway was flooding. The source of the problem was identified and the problem quickly dealt with. Cllr J Hill stated that he would make a report, as the Emergency Warden, together with the Lengthsman to the Commoners Association.

Decision Proposed Cllr J Hill, seconded Cllr Fife Cook, all in favour.

8.2 Southern Parishes Link Committee representative

Cllr Page attended the most recent meeting and reported that a former member of DCC Highways provided descriptions and category of potholes and how Highways deal with

these issues. A TAP fund application had been made by Gulworthy to help fund defibrillators, however TAP funding cannot be looked at until September. This does however offer time for Mary Tavy to consider a TAP fund application for defibrillators. Cllr Fife Cook asked that possible sites for defibrillators be on next month's agenda. In preparation for this meeting Cllr G Hill, had asked the Clerk of SPLC to add second homes to the agenda. Following the meeting Cllr G Hill circulated to Clerk and Cllrs the 2011 census which recorded 26 second homes in Mary Tavy out of 387 dwellings. Cllr Jarvis will include this information in his submissions to both Blackdown and Jubilee Group Newsletters. Cllr Fife Cook commented that the minutes of the May meeting of Brentor PC show that some Cllrs were unsure of the need for affordable housing due to having insufficient up-to-date information; the 2011 census shows that second homes in Brentor make up 18% of dwellings. Finally Cllr Page reported that phase 1 of the installation of superfast broadband was complete.

Action Clerk to add defibrillators to the August agenda.

8.3 Dartmoor National Park Authority representative

There has been no meeting.

8.4 Coronation Hall representative

Cllr J Hill reported that the first performance of the school production of the Button Box had just taken place in the Coronation Hall with further performances the following day. The bar area in the Coronation Hall now has a kitchenette and will shortly be painted. He asked that the PC assist with weed killing outside the hall, but it was stated that the agreement between the Coronation Hall and Recreation Ground needed to be seen to ascertain responsibilities.

8.5 Police report

Nothing to report other than the theft of a ladder.

8.6 Webmaster

The Clerk reported some issues uploading documents to the website. Cllr Fife Cook believed the website needed simplifying. The Clerk to receive training on return from annual leave.

8.7 Outside organisations

Jubilee Group – Cllr Fife Cook reported that most of the money from a recent grant award had arrived and the outdoor gym equipment would be installed shortly.

Recreation Ground – Cllr Fife Cook reported that the white lines had been painted on the tennis court and a five-a-side football pitch had been painted as well.

Artful Toddlers – Artful Toddlers, supported by the Jubilee Group and the Recreation Ground will be holding a 'Play Day' on 3 August. This will form part of National Play Day which is held annually on the first Wednesday of August. Activities will include arts and crafts, sports and games.

Tavistock 2nd Guides – Mrs Higham reported an opportunity had arisen to open a Rainbow and Brownie group in Mary Tavy. This is in part, due to the imminent closure of another group. Further reports as information becomes available.

Methodist Chapel – Rev. Paul Smith attended the meeting and gave the following report. Rev. Smith informed Cllrs that the Artful Toddlers were doing well and had been running a group in the hall since February. He reported a number of upcoming groups including a knit and natter. Rev. Smith would like to see the hall used more for community activities and believes its location is ideal.

12/07/2016/9 Planning

9.1 Notification of new planning applications from DNPA

The Clerk received the following notifications:

Application No. 0317/16 – 1 Warren Road
A planning meeting took place on 12 July 2016

9.2 Notification of decisions on previous applications received from DNPA

The Clerk received the following notifications:

Application No. 0236/16 - Furzemans Farm
Granted conditionally

12/07/2016/10 Cemetery

10.1 Report from Burial Clerk

The Clerk had received notification that a funeral would take place on 14 July at 12 noon in Mary Tavy Cemetery. Documentation and cheque for interment had been received. The

Action Clerk will visit the Cemetery prior to the funeral in order to ensure rubbish removal and

general tidiness.

10.2 Cemetery fencing

Cllr Jarvis reported that he had posted a letter to Rev. Higman detailing the situation regarding the replacement of the fence.

10.3 Footpath 5

Cllr Jarvis included in his letter regarding the fence, information on the additional footpath which has been placed at the foot of a line of graves. He asked whether Rev. Higman is aware of this addition. The PC await a response.

12/07/2016/11

Maintenance

Craig Gardiner reported occurrences of visitors to the Cemetery burying glass jars again. Visitors to Mary Tavy Cemetery are reminded that floral tributes must be in shatterproof containers. Cllr Fife Cook enquired whether the Clerk had any further information regarding the theft of the PC lawnmower. The Clerk reported she had not heard from the Police but would chase them this month. Cllr Fife Cook informed the PC that Craig Gardiner had proposed a monthly retainer in order to carry out certain tasks around the village. Cllr Fife Cook believed this was a good idea in principle however, a more detailed report from Craig is required before this can be agreed. Craig's most recent invoice was also lacking information required by this Council in order to keep accurate accounts. Cllr Fife Cook suggested the Clerk draft an invoice Craig can use in future. Cllr Fife Cook also suggested he and Cllr Jarvis keep an eye on maintenance including all Craig's work in future rather than raise each individual item at meetings. Either Cllr Fife Cook or Cllr Jarvis will make a report under Maintenance each month.

Decision

Proposed Cllr Fife Cook, seconded Cllr Page, all in favour.

Action

Clerk to draw up an invoice system for Craig Gardiner.

12/07/2016/12

Remembrance Day tribute

Prior to the meeting the Clerk circulated a number of options regarding poppy wreaths, some from the British Legion others from independent sources. Cllr Fife Cook stated his desire to purchase a good quality wreath which could be used again for a number of years. Cllr Jarvis agreed and believed a donation should also be made to the British Legion and possibly another worthy cause as extra money had been set aside. The budget figure for a poppy wreath this year is £100, Cllrs agreed that once an appropriate wreath was found, the remaining money should be divided equally between the British Legion and Help for Heroes. Cllr Jarvis asked the Clerk to liaise with the school in advance to ascertain their intentions and level of involvement they would like during the service.

Decision

Proposed Cllr Fife Cook, seconded Cllr Jarvis, all in favour.

Action

Clerk to continue researching wreaths and contact Mrs Pratten, Head of Mary Tavy and Brentor Primary School

12/07/2016/13

Beating the Bounds

Cllr Page volunteered to carry out a risk assessment in preparation for the walk. It was decided that the event will take place in 2017. Cllr J Hill suggested a disclaimer be signed by those taking part in the walk stating that it was at the persons own risk. Cllr Fife Cook suggested Cllr Page set up a working group and asked that this item be moved into 'Other projects' on next month's agenda.

12/07/2016/14

Other projects

14.1 Signs and parking at Mary Tavy and Brentor School

The Clerk received an email from the Clerk to the School Governors stating that a response will be made collectively following the next full meeting of the Governors. Cllr Fife Cook asked the Clerk to write to the PTFA, Mrs Pratten and residents of Bal Lane from Brookside to Church Road asking their opinion and whether they support the PC's efforts. A separate meeting to discuss the way forward is scheduled.

12/07/2016/15

Grants and Donations

15.1 Discuss any outstanding matters

The Clerk received a letter and cheque from the Coronation Hall, returning the unused grant money for 2015/16.

12/07/2016/16

Councillor & Clerk matters

There was nothing to discuss under this item.

12/07/2016/17

Other matters for discussion

There was nothing to discuss under this item.

Mary Tavy Parish Council

12/07/2016/18 Next meeting

18.1 Items to be brought forward for inclusion on the next agenda
Defibrillators

18.2 Date of next meeting
The date was confirmed as 9 August 2016, 7.30pm, Reading Rooms.

There being no further business the Meeting closed at 10.32pm.

Minutes prepared by Mrs Kerri Higham, Clerk to Mary Tavy Parish Council.

Signed: Cllr P Jarvis
Chair of the Parish Council _____

Date _____

DRAFT