

## Minutes of the Parish Council Meeting

<b>Date</b>	13 September 2016
<b>Location</b>	Reading Rooms, Mary Tavy
<b>Those present</b>	Cllr M Fife Cook, Cllr J. Hill, Cllr G Hill, Cllr P Jarvis and Cllr R Page (5)
<b>Others present</b>	Mrs K Higham (Clerk)

## Proceedings

**Parishioners' Time** There were no Parishioners present who wished to speak at this meeting.

**The Chairman declared the meeting open at 7.30pm.**

*13/09/2016/1* **Apologies for absence**

There were no apologies.

*13/09/2016/2* **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.

*13/09/2016/3* **Approval of Meeting Minutes**

*3.1* **Council meeting, 9 August 2016**

The minutes were approved subject to one change, item 5.2 Cllr J Hill changed to Cllr G Hill.

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

*13/09/2016/4* **Matters arising**

Cllr Fife Cook asked the Clerk whether she had heard anything from the insurers regarding the lawnmower. The Clerk confirmed all documentation has been sent and she waits to hear. The Clerk will chase the matter over the coming month.

*13/09/2016/5* **Finance**

*5.1* **Review and approval of monthly Financial Report**

Cllr Fife Cook stated that the recent trip to Honiton the Clerk had to make in order to ensure the Internal Audit documents reached the Auditor in time incurred expenses far above the usual expected figure. He stated that such occurrences must be avoided in future. The Clerk's holiday entitlement also needs to be looked at to ensure the correct amount is taken. Cllr Fife Cook suggested this be looked at in more detail at the next finance working group meeting.

The Financial Report was approved.

*Decision* Proposed Cllr Page, seconded Cllr J Hill, all in favour.

*5.2* **Authorisation of payments**

*Discussion* Payment of wages and expenses to the Clerk was approved. Payment of wages to the Burial Clerk was approved. A payment to the Jubilee Group for a full page advert was approved. A payment for grounds maintenance was approved. Financial statement approving payments was signed, all invoices initialled. Payments were made by electronic transfer where possible, cheques and cheque stubs signed and initialled. The PC received a small amount of interest on their bank accounts plus the purchase of a double plot and interment fee.

*Decision* Proposed Cllr Fife Cook, seconded Cllr Page, all in favour.  
Total paid out £809. Total received £308.99.

*13/09/2016/6* **Correspondence**

*6.1* **Update on previous correspondence**

*6.1.a* **Community Right to Bid**

*Discussion* The Clerk reported confirmation had been received from WDBC that all application forms have been received and that they will now enter into a consultation period. Further information may be required by WDBC before a decision can be made, the Clerk waits for further instruction.

# Mary Tavy Parish Council

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## 6.1.b **Horndon Noticeboard**

*Discussion* The Clerk received correspondence from Chris Staniland who informed the PC that the Noticeboard is painted and ready to be placed on the village green. Cllr Fife Cook suggested the Clerk write again and ask that the Noticeboard be in place by the time of the next PC meeting as it has taken almost a year to reach this point, it was not acceptable to allow it to go on any longer.

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

*Action* Clerk to write to Chris Staniland.

## 6.1.c **Rats at Standard Court**

The pest control officers from WDBC has visited the area and offered advice to residents. There is nothing further at this time.

## 6.1.d **Brentor Road – Cattle grid**

The cattle grid on Brentor Road reopened the week beginning August 22<sup>nd</sup>.

## 6.1.e **Other previous correspondence**

There was no other previous correspondence to discuss at this meeting.

## 6.2 **Receive any recent correspondence or messages passed to the Parish Council**

### 6.2a **John Barratt**

*Discussion* Cllr J Hill forwarded the Clerk an email from a Mr McAnelly who informed the PC he was researching a former miner, John Barratt, who was buried in Mary Tavy In 1866. He requested a photograph of John Barratt's grave stone. As the Clerk was due to visit the Cemetery she found the grave in question and forwarded the photograph.

### 6.2.b **A386**

*Discussion* Following the resurfacing of the A386 through the village the white lines down the centre of the road have been repainted incorrectly, they currently allow for overtaking on a stretch of road where this was previously prohibited.

*Action* Clerk to contact Steve Brockman and request a meeting in order to raise this and several other Highway issues such as hedge trimming, road safety around our school, potholes and drainages around the Blackdown Garage site.

### 6.2.c **WDBC transfer of services to a company**

*Discussion* The Clerk received an email from Sourton PC sent to all Clerks in the WDBC area, expressing its concern that it is WDBC's intention to transfer services to a company. Sourton PC doubted there was sufficient business experience amongst WDB Cllrs to run the services as a business successfully. They also stated that there has been no consultation regarding the move. Sourton therefore asked the question, does the Council intend to bring in expensive experts to run the business and what would happen should the enterprise fail. This PC felt it should make no further comment at this time until WDBC answer the questions already posed.

## 13/09/2016/7 **Reports from Councillors and outside organisations**

### 7.1 **Emergency Warden and Snow Warden**

*Discussion* Cllr J Hill reported that Highways had cleared a number of ditches around the village. He further reported that once the majority of hedges have been trimmed which should happen in the next month, the Parish Lengthsman would be employed to clear all drains and ditches. Cllr J Hill has not yet heard anything regarding salt deliveries for this year.

### 7.2 **Southern Parishes Link Committee representative**

The next meeting is scheduled for Thursday 29<sup>th</sup> September.

### 7.3 **Dartmoor National Park Authority representative**

There has been no meeting.

### 7.4 **Coronation Hall representative**

Cllr J Hill reported that a production of Aladdin will take place on 15, 16 and 17 December in the Coronation Hall.

### 7.5 **Police report**

PCSO Chapple reported via telephone that he apologised for the delayed response to the report of a stolen lawnmower from the Parish Cemetery shed. Unfortunately the report had been filed incorrectly and the Clerk was eventually contacted by an Officer at Barnstable Police Station.

### 7.6 **Webmaster**

Cllr J Hill reported that he had discovered a page of the website which he did not believe he had full control over. As the Clerk will shortly be receiving training Cllr Fife Cook felt it was best left alone until after the training is complete.

## 7.7 Reports for outside organisations

**Brownies** – Mrs Higham reported that the Brownies had come to an arrangement with Mary Tavy Methodist Hall to run the Brownie and Rainbow pack from there. The groups will begin in January 2017 and run in line with the school term times. Further information when it is available.

## 13/09/2016/8 Planning

### 8.1 Notification of new planning applications from DNPA

0464/16 – Moonrakers

A planning meeting was held on Tuesday 13 September 2016.

### 8.2 Notification of decisions on previous applications received from DNPA

The Clerk did not receive any notifications of decisions.

### 8.3 Other

#### Discussion

Cllr Fife Cook pointed out the need for an 'Other' heading on the agenda with regard to planning. He stated that often there are other considerations and information which should be passed to the public that the current agenda does not allow for. For instance, the result of recent court action taken against Wringworthy Farm resulted in DNPA paying £15,000 in compensation to the owners. The case was not only reported in the local press but appeared in the Telegraph also. Further to this the PC's intention is to add a link directly to DNPA's planning portal through its own website.

**Action** Clerk to add 'Other' under planning in all further agendas.

## 13/09/2016/9 Cemetery

### 9.1 Report from Burial Clerk

The Burial Clerk reported the purchase of a double plot for immediate interment. A further interment of a previously purchased plot also took place this month. On both occasions the Burial Clerk visited the Cemetery prior to the funeral to ensure the Cemetery was tidy and remove any rubbish.

### 9.2 Maintenance

#### Discussion

This month the gardener has cut grass in the Cemetery, sprayed weed killer on the War Memorial, strimmed and weed killed around all bus stops and telephone boxes and strimmed around the outdoor gym equipment. The Cemetery fence is ready to be replaced, Cllr Fife Cook and Cllr Jarvis will source the posts and wire required. The cost of this will be invoiced directly to the PC in order that VAT can be reclaimed. Cllr J Hill asked that the Clerk contact the gardener and ask that he cleans the War Memorial before the Remembrance Service.

**Action** Clerk to contact the gardener.

## 13/09/2016/11 Other projects

### 11.1 Signs and parking at Mary Tavy and Brentor School

Cllrs requested the Clerk contact Steve Brockman and request a meeting to discuss this and several other issues.

### 11.2 Beating the Bounds

#### Discussion

Cllr Page handed Cllrs a document with his initial thoughts and step by step process he believed needed to be followed in order for the event to take place safely as well as other practical issues. He requested the Clerk send him anything she might have detailing the last such event that took place.

**Action** Clerk to forward information.

### 11.3 Remembrance Service

#### Discussion

Cllr Jarvis stated that the weeks are ticking by and a decision had not yet been reached regarding which poppy wreath to purchase. He had done some research online and found a Charity by the name of Lady Haig and believed their offering to be favourable. (The Clerk passed a printed copy of the webpage for Cllrs to view) Cllr Jarvis proposed that this year the wreath be purchased from Lady Haig as it not only looked fuller in terms of number of poppies but also offered an opportunity to have the village name/badge or emblem in the centre.

**Action** Clerk to place the order for the wreath.

### 11.4 Defibrillators

#### Discussion

Cllr Fife Cook suggested the Clerk use the Clerk's network and find out what other Parishes purchased and the cost including whether or not the amount awarded included cost of installation.

**Action** Clerk to research.

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13/09/2016/12 **Communication with Parishioners**  
The next edition of the Jubilee Newsletter will be out at the end of September, all articles and adverts should be submitted by September 18<sup>th</sup>. Cllr Jarvis will write the submission on behalf of the Parish Council.

13/09/2016/13 **Councillor & Clerk matters**

13.1 **Clerk training – ILCA**  
*Discussion* The Clerk has completed three of the five modules required to achieve the qualification. The Clerk believes she will have completed the final two modules before the next PC meeting.

13/09/2016/14 **Other matters for discussion**  
There were none at this time.

13/09/2016/15 **Next meeting**

15.1 **Items to be brought forward for inclusion on the next agenda**  
Grants, Christmas Tree Festival.

15.2 **Date of next meeting**  
**The date was confirmed as 11 October 2016, 7.30pm, Reading Rooms.**

*There being no further business the Meeting closed at 10.06pm.*

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

**Signed: Cllr P Jarvis**  
**Chair of the Parish Council** \_\_\_\_\_

**Date** \_\_\_\_\_