

Minutes of the Parish Council Meeting

Date	14 June 2016
Location	Reading Rooms, Mary Tavy
Those present	Cllr P Jarvis, Cllr M Fife Cook, Cllr G Hill, Cllr J Hill and Cllr R Page (5)
Others present	Mrs K Higham (Clerk), 1 member of the public

Proceedings

Parishioners' Time	Ali Fife Cook representing the Jubilee Group enquired about the current situation regarding the Community Right to Bid project which was started a few months ago. The Clerk informed Mrs Fife Cook that she intends to press WDBC on the issue this month.
---------------------------	---

The Chairman declared the meeting open at 7.30pm.

- 14/06/2016/1* **Apologies for absence**
There were no apologies for absence.
- 14/06/2016/2* **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.
- 14/06/2016/3* **Approval of Meeting Minutes**
- 3.1 **Council meeting, 10 May 2016**
The minutes were approved.
Proposed Cllr Fife Cook, seconded Cllr Page, all in favour.
- Part 2 minutes, 10 May 2016**
The minutes were approved
Proposed Cllr Jarvis, seconded Cllr Page, all in favour.
- 3.2 **Planning meeting, 19 May 2016**
The planning minutes were approved.
Proposed Cllr Jarvis, seconded Cllr Page, all who attended were in favour.
- 14/06/2016/4* **Matters arising**
There was nothing to discuss under this item.
- 14/06/2016/5* **Finance**
- 5.1 **Review and approval of monthly Financial Report**
The Financial Report was approved.
Proposed Cllr Fife Cook, seconded Cllr J Hill, all in favour.
Cllr Fife Cook asked Cllrs to check their availability in order to arrange a finance working group meeting for the coming month.
- 5.2 **Authorisation of payments**
Payment of wages and expenses to the Clerk was approved. Payment of wages to the Burial Clerk was approved. Payment to the Parish insurers as a result of changes to the policy was approved. Payment to the Society of Local Council Clerks for a training course was approved. Payment to the Reading Rooms for room hire was approved. Payment to the Jubilee Group for a full page advert in the Jubilee Newsletter was approved. The PC received an interment fee from Morris Bros funeral directors.
Proposed Cllr Page, seconded Cllr J Hill, all in favour.
Total paid out £936.87. Total received £105.70.
- 14/06/2016/6* **Correspondence**
- 6.1 **Update on previous correspondence**
- 6.1.a **Drains, road signs and potholes**
The Clerk awaits confirmation from DCC Highways on the timing of the next gully sucking programme. The Clerk confirmed two potholes on Chapel Lane had been filled in. Cllrs asked that the Clerk clarify with Highways whether this is a temporary fix as the quality

of work was of a poor standard. Having reported the large potholes at Blackdown Garage, DCC Highways informed the Clerk that as the holes do not currently breach the road itself, the issue remained the responsibility of the land owner. However, the Clerk was informed, that as the A386 is a major trunk road it is inspected every two months and should the problem spread it would be picked up and dealt with quickly. A number of defective road signs were reported to DCC Highways, they have agreed to replace a directional sign at the junction of Buller's Hill, Church Road and Bal Lane. WDBC have rectified the issue on Station Road. Further discussion with Highways is required for the 'Give way' sign adjacent to the War Memorial.

Action Clerk to contact Highways in order to establish whether potholes on Chapel Lane are a permanent or temporary fix as well as finding out the decision on the 'Give way' sign.

6.1.b Higher Spring

Following a request from Cllr J Hill the Clerk wrote again to No's. 1, 2 and 3 Higher Spring to request they contact the Clerk and confirm the status of the drain running through their properties. The Clerk received a telephone call from the occupiers of No. 3 who believed the drain in question was outside the boundary of his property. A letter was then received from No. 2 stating that the drain running through their property is properly maintained.

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

6.2.a Housing developments

Mr Baldry wrote to the PC asking what knowledge the Council had of the recent housing survey received by residents of Mary Tavy, Peter Tavy and Brentor. He also wished to know who the potential developer is and where the sites for development are. He asked, following comments at the recent Annual Parish Meeting, if there was planned development at one particular property. It was agreed that Cllr Jarvis would write to Mr Baldry to tell him that the PC had no prior knowledge of the survey or the developer involved in it and that the only known sites with existing planning applications are that of Balckdown Garage and CJ Downs bus depot. He would also write that if the owner of any property wished to put in a planning application, information would be put on the noticeboard in advance of a planning meeting.

6.2.b Housing needs survey

There was much concern about the Housing Needs Survey which had been delivered to all households. The PC would like to establish the validity of the Survey as both WDBC and DNPA have been mentioned as having funding issues and this is the reason the survey is being carried out by a third party. Cllr Fife Cook informed the PC that a resident of Brentor had telephoned the company and was told that all Parish Councils had been consulted before the survey was issued, and it was stressed by the Clerk that this was not true as no communication had been received from them.

Action Clerk to contact WDBC and DNPA and establish whether they had prior knowledge and how much involvement will they have with the information collected.

6.2.c Jubilee Walk

Mr Baldry wrote to the PC stating that the Jubilee Walk was very muddy and requesting they publish the names of those responsible for the maintenance of the footpath. He stated that a previous PC had originally proposed the project but it had been taken over by a 'splinter group', namely the Jubilee Group who, at the APM, denied their responsibility. He also asked who held the certificate of Public Liability for the path. Cllr Fife Cook informed the PC that the following day he had contacted the parishioner who had asked the questions at the APM and given him the contact details of the people involved in the Footpath Action Group. He explained that as he had been part of that group and involved in the creation of the footpath that could have caused Mr Baldry's confusion about responsibilities. The timing of the project was that the Community Plan in 2008 established a desire for a footpath between the Coronation Hall and MT Inn which was to be completed within 5 years. In 2011 the PC held a public meeting, the outcome was a vote of support for the proposed footpath. As the PC were not moving forward with the project in 2012 the Mary Tavy Footpath Action Group was formed. A month later the PC formally withdrew its proposal. In May of the same year the Jubilee Walk opened. It was not until later that same year the Mary Tavy Jubilee Group was formed. As Mr Baldry stated in his letter it is a permissive path, therefore there is no public liability, the landowner allows the passage of people at their own risk.

6.2.d 23 Warren Road

The Clerk was contacted by Joanne Smith, the mother of a women currently in emergency accommodation following the breakdown of a relationship. Her daughter

had been informed by Devon Community Homes that she and her children had been matched to a property in Mary Tavy only to be later told there had been a mistake. Obviously this had caused great distress. Joanne Smith wanted the PC to be aware of the situation but appreciated there was little or nothing the PC could do. She also intended to write to a number of other authorities including the local MP. As Joanne suggested the PC have no authority over this issue.

6.2.e Boundary markers

The Clerk received an email from the Jubilee Group asking for assistance with researching where some of the boundary markers are located. However the Clerk was unable to find any information in the PC records. Cllr Jarvis believed her knew someone who could help and offered to pass contact details on.

6.2.f Receiving correspondence

Cllrs would ask Parishioners to ensure correspondence reaches the Clerk at least 3 working days prior to the monthly meeting. This is to ensure both Clerk and Cllrs have sufficient time to deal appropriately, and carry out any necessary research, in order to make a considered response. Correspondence arriving after this time may not be discussed at the closest meeting. Parishioners are still welcome to attend monthly meetings and ask questions during Parishioners' Time.
Proposed Cllr Fife Cook, seconded Cllr Page, all in favour.

14/06/2016/7 Communication with Parishioners

The Clerk received a letter from Rev. John Higman regarding the recent exchange between the Editor of the Blackdown News and the PC. He wrote to say that he agreed any future concerns expressed to the PCC regarding the content of submissions from the PC should be directed to the Clerk. He thanked the PC for their understanding of the new financial circumstances of the Blackdown News.

Cllr Fife Cook stated that he believed the website should contain more information such as Cemetery rules and regulations as well as other forms related to the Cemetery and things such as PC grants. This was agreed and would be implemented as time allows.

14/06/2016/8 Reports from Councillors and outside organisations

8.1 Emergency Warden and Snow Warden

Cllr J Hill reported that everything was now in place regarding funding for the Parish Lengthsman. Cllr J Hill would prefer he did not undertake any work until after the summer, once the hedges had been trimmed. Cllr G Hill confirmed the dates for hedge trimming as 1 August where there is a need for visibility and 1 September for everything else.

8.2 Southern Parishes Link Committee representative

Cllr G Hill confirmed the date of the next meeting as 7 July 2016. He asked if any Cllr would like to add to the agenda, he suggested the question of how many second homes are in each village should be raised. Cllrs agreed the information would be of interest and beneficial for forward planning.

Action Clerk to contact SPLC and ask for this item to be added to the agenda.

8.3 Dartmoor National Park Authority representative

There has been no meeting. Cllr G Hill asked the Clerk to find out the date of the next meeting.

Action Clerk to contact DNPA.

8.4 Coronation Hall representative

Cllr J Hill thanked everybody who attended the recent Village Fayre. He reminded everybody of the upcoming C.H.A.D.S production of 'Songs from the Musicals' on 18 June. Tickets available from the PO & Stores.

8.5 Police report

Nothing to report.

8.6 Webmaster

Cllr J Hill reminded Parishioners to update the PC with information regarding their events in order for them to be added to the website.

8.7 Outside organisations

Jubilee Group – Cllr Fife Cook reported that the Jubilee Group should be in receipt of the outdoor gym equipment in July.

Recreation ground – The Clerk received an email from a Parishioner regarding dogs in the playpark. It was forwarded to representatives of the Recreation Ground who will discuss at their next meeting.

Mary Tavy Parish Council

14/06/2016/9 **Planning**

9.1 **Notification of new planning applications from DNPA**

No recent notifications have been received.

9.2 **Notification of decisions on previous applications received from DNPA**

The Clerk received the following notifications:

Application No. 0188/16 – Standard Court
Granted conditionally

Wringworthy Farm

Cllr Jarvis passed a copy of the Planning Inspectors appeal decision to the Clerk.

Action Clerk to scan and circulate to Cllrs after the meeting.

14/06/2016/10 **Cemetery**

10.1 **Report from Burial Clerk**

The Burial Clerk reported the receipt of an interment fee. The Clerk and Chairman had also recently received several phone calls from visitors to the Cemetery commenting on the removal of plastic pots and artificial flowers from graves. The Clerk informed the callers of the rules and explained that they exist for the safety and benefit of all who visit the Cemetery. All callers were offered a printed copy of the Rules and Regulations. It was also noted that several visitors to the Cemetery had commented to Cllrs and to the gardener on how nice and tidy it was looking. Cllr Jarvis stated that the refurbishment of the Cemetery noticeboard must be carried out as soon as possible and the rules posted to ensure everybody visiting has full knowledge.

10.2 **Cemetery fencing**

Cllr Jarvis reported that he has drafted a letter to Rev. John Higman which stated the PC's intentions to replace the fence but had yet to send it.

10.3 **Footpath 5**

Cllr Jarvis intends to include in his letter regarding Cemetery fencing, the issue of the extra footpath which has appeared in recent years. He will ask Rev. Higman if he is aware of the additional footpath and if he gave consent for the line of the path to be changed.

14/06/2016/11 **Maintenance**

11.1 **Lawnmower**

The Clerk confirmed she had filed a police report and stressed to them that the PC would like the matter fully investigated. A claim has been made against the insurance policy and the Clerk waits to hear.

11.2 **Noticeboards**

The PC have asked Craig Gardiner to go ahead with the refurbishment of both noticeboards.

General maintenance

Cllr Fife Cook reported that Craig Gardiner had strimmed around telephone boxes and cleaned out the bus shelter. He had also cut the grass verge adjacent to the WI garden free of charge. Cllr Fife Cook suggested strimming around the new outdoor gym equipment should be added to the list of maintenance jobs, a decision on this will be made at a later date. Cllr Fife Cook also suggested that Craig Gardiner should be asked to clean the fronts of the dog waste bins which were very green, this was agreed.

14/06/2016/12 **Remembrance Day tribute**

Cllr Fife Cook stated that the quality of wreath purchased from the British Legion is very poor and felt that it was not a fitting tribute. He also stated that, in his opinion, the run up to Armistice Day should not be a fund raising exercise. He suggested that in future a wreath of better quality should be purchased and a donation made to a worthy course associated to injured veterans. Cllr Jarvis stated that he believed the British Legion did very good work and would still be happy to make a donation but agreed the wreath was inappropriate. Cllrs asked the Clerk to research alternatives and circulate prior to the next meeting. Cllr Fife Cook and Cllr Jarvis agreed a decision on the subject must be made at the July meeting.

Action Clerk to research alternatives.

14/06/2016/13 **Other projects**

13.1 **Signs and parking at Mary Tavy and Brentor School**

The Clerk confirmed a letter to all School Governors had been sent, no replies have been received at present

Mary Tavy Parish Council

13.2 Alternative energy

Cllr Fife Cook reported no further information on this item.

14/06/2016/14 Grants and Donations

14.1 Discuss any outstanding matters

Cllr J Hill reported that the Coronation Hall will shortly send a cheque for the return of unused grant monies to the Clerk.

14.2 Mary Tavy & Brentor PTA grant request 2016/17

Following research by the Clerk it was found that the PC are unable to award the PTFA the grant requested as the Education Authority are ultimately responsible for ensuring schools can meet its legislative requirements.

14/06/2016/15 Councillor & Clerk matters

15.1 Clerk training – ILCA/CiLCA

The Clerk has registered for ILCA, she now has 12 months to complete the course.

15.2 Other

Nothing to discuss.

14/06/2016/16 Other matters for discussion

Nothing to discuss.

14/06/2016/17 Next meeting

17.1 Items to be brought forward for inclusion on the next agenda

Remembrance Day tribute, Beating the Bounds.

17.2 Date of next meeting

The date was confirmed as 12 July 2016, 7.30pm, Reading Rooms.

There being no further business the Meeting closed at 10.07pm.

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

Signed: Cllr P Jarvis

Chair of the Parish Council _____

Date _____