

## Minutes of the Parish Council Meeting

<b>Date</b>	9 August 2016
<b>Location</b>	Reading Rooms, Mary Tavy
<b>Those present</b>	Cllr P Jarvis, Cllr M Fife Cook, Cllr G Hill and Cllr R Page (4)
<b>Others present</b>	Mrs K Higham (Clerk), 3 members of the public

## Proceedings

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

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

- 09/08/2016/1 **Apologies for absence**  
Cllr J Hill sent his apologies.
- 09/08/2016/2 **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.
- 09/08/2016/3 **Approval of Meeting Minutes**
- 3.1 **Council meeting, 12 July 2016**  
The minutes were approved.  
*Decision* Proposed Cllr Fife Cook, seconded Cllr Page, all in favour.
- 3.2 **Planning meeting, 12 July 2016**  
The minutes were approved.  
Proposed Cllr Jarvis, seconded Cllr Page, those present were all in favour.
- Planning meeting, 27 July 2016**  
The minutes were approved.  
Proposed Cllr Jarvis, seconded Cllr Page, those present were all in favour.
- 3.3 **Extraordinary meeting, 28 June 2016**  
The minutes were approved subject to the following changes: Parishioner's time. Parishioner's changed to Parishioners. Item 3.1 two occurrences of 'chair' changed to 'Chair'.  
*Decision* Proposed Cllr Fife Cook, seconded Cllr Page, all in favour.
- 09/08/2016/4 **Matters arising**
- 4.1 **Agenda format**  
Cllr Fife Cook suggested that in future the agenda be changed under this item to read 'matters arising from previous meetings', rather than 'the meeting', in order to ensure all subjects can be covered.
- 4.2 **Community Right to Bid**  
Cllr Fife Cook enquired about the status of the properties submitted for the Assets of Community Value list. The Clerk confirmed the information had been resubmitted to WDBC on Friday 5 August and would chase WDBC for a status update before the end of the week.
- 4.3 **Horndon Green Group**  
Cllr Fife Cook raised the subject of the Noticeboard requested by the Horndon Green Group. The last update received from the group informed the PC the noticeboard had only to be painted and requested the Clerk forward the notice which must be placed on the board informing the public of the PC's intention to adopt the land. The noticeboard has not been erected yet and many months have passed. Cllr Fife Cook suggested the Clerk write to the group requesting an update.
- Action*
- 4.4 **Rat problem at Standard Court**  
Cllr Page asked if any further information had been received regarding the report of an increase in the number rat sightings in the Standard Court area. There has been no further report from WDBC so Cllr Page requested the Clerk contact WDBC Environmental team for an update.

**Action** Clerk to contact WDBC Environmental Health.

**4.5 Missing lawnmower**

The Clerk received communication from the Police in regard to the missing lawnmower. They informed the PC that as there were no witnesses, CCTV footage or forensic evidence they would not take the matter further. The PC was disappointed with the Police's lack of willingness to investigate the theft. Cllr Jarvis recently visited the Cemetery in order to reconfirm that the lawnmower remains missing. He stated the lack of Police present within the Parish was very disappointing, as was the lack of representation at PC meetings. Cllr Fife Cook proposed that the PC do not purchase another lawnmower as the current contractor uses his own equipment.

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

**09/08/2016/5 Finance**

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

Cllr Fife Cook stated that he believed the term BACS was incorrect and pertained to a specific transaction undertaken by the bank. He requested the Clerk find and use the correct term on future financial statements. The monthly financial statement was approved.

**Decision** Proposed Cllr Jarvis, seconded Cllr G Hill, all in favour.

**5.2 Authorisation of payments**

Cllr Fife Cook raised the subject of granting authority for payments, previously payments required a minimum of two signatories to sign and initial cheques, cheque stubs and invoices. Since the move to internet banking has taken place no such authority had been given in writing to authorise each payment. It was suggested that the Clerk amend the monthly financial statement to allow for two signatories to sign and approve the payments moving forward.

**Action** Clerk to amend monthly financial statement.

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

Payment by bank transfer of wages and expenses to the Clerk was approved. Payment by cheque of wages to the Burial Clerk was approved. Payment by bank transfer to Craig Gardiner for grounds maintenance was approved.

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

Total paid out £887.40. Total received £363 made up of an interment fee and return of unused grant monies.

**09/08/2016/6 Correspondence**

**6.1 Update on previous correspondence**

**6.1.a Brentor Road – Cattle grid**

The Clerk had been informed by DCC Highways that the estimated timescale for reopening would be the week beginning 8 August. As this date has passed and work has not begun the Clerk will contact Highways again and request a status report.

**6.1.b Higher Spring**

The Clerk has had no further contact with the residents of Higher Spring. This matter will be raised again as and when required.

**6.1.c Burntown Farm**

Mr Crossey of Burntown Farm copied the PC into email correspondence between himself and Highways regarding the junction adjoining the A386. Mr Crossey believes the junction is unsafe due to the speed of traffic and reduced visibility caused by overgrown hedges. The PC understand the concerns of the residents of Burntown, however the road to Burntown Farm is a private road. Mr Crossey's first instinct to contact DDC Highways was correct as there is nothing the PC can do to assist on a private road. It may be possible for Mr Crossey to contact the owners of the land either side of the junction and request they trim their hedges.

**Action** Clerk to reply to Mr Crossey.

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

**6.2.a Boundary Variation Order**

The Clerk was contacted by a group asking for the PC's view on a Boundary Variation Order it intended to request. As the Boundary in question did not in fact cover Mary Tavy the PC feels it has no view on the subject.

**6.2.b Remembrance Day Tribute**

Cllrs wished to ensure the public understood the reason for their decision not to purchase a poppy wreath from the Royal British Legion this year. All Cllrs felt the quality

of the wreaths available from the Royal British Legion were of poor quality and not befitting the sacrifice made by the fallen during both world wars. The PC has therefore taken the decision to source and purchase a better standard wreath in order to pay proper tribute. The PC has set a higher budget figure this year to accommodate the purchase of the wreath as well as make a donation to both the Royal British Legion and Help for Heroes.

**Action** Clerk to write to our local Royal British Legion representative thanking her for her efforts and explaining fully the reason for this decision.

**6.2.c Re. John Higman**

The Rev. John Higman wrote in response to a letter from Cllr Jarvis on a number of issues regarding the Cemetery. This item will be covered in more detail under item 10, Cemetery.

**6.2.d Horndon Road Closure**

A letter had been received from DCC Highways regarding a road closure at Horndon. It was felt this would not cause a great deal of difficulty for residents. The PC found it strange that 4 pages of information was received for a minor road closure, but nothing had been received with regard to the closure of the cattle grid which had huge impact on many residents as well as on businesses and the local bus.

**09/08/2016/7 Communication with Parishioners**

Cllr Fife Cook suggested this item be moved closer to the end of the agenda in order to capture any issue which might come up later in the meeting. Cllr Fife Cook also wished to remind Parishioners of the need to apply for appropriate planning consent. A number of properties have been reported as possibly having outbuildings erected without planning consent. Members of the public are reminded that as well as being within Dartmoor National Park much of the village falls into the conservation area which means planning considerations are more stringent. Selling properties without consent can cause delays of up to three months while retrospective permission is sought. Cllr Fife Cook suggested Cllr Jarvis include this in his next submission to the Blackdown and Jubilee Newsletters.

**09/08/2016/8 Reports from Councillors and outside organisations**

**8.1 Emergency Warden and Snow Warden**

Cllr J Hill was not present at the meeting to give a report.

**8.2 Southern Parishes Link Committee representative**

The Clerk circulated prior to the meeting, the minutes of the last Southern Link meeting.

**8.3 Dartmoor National Park Authority representative**

There has been no meeting.

**8.4 Coronation Hall representative**

Cllr J Hill was not present to make a report, Cllr G Hill reported on his behalf that the pothole at the entrance to the Coronation Hall drive was still in need of repair. The land in question does not appear to belong to either the Coronation Hall or MTVMRG Trust and it is unknown who actually owns the land. Cllr G Hill requested the Clerk contact Highways and report the issue to see if there was anything they could do.

**Action** Clerk to contact Highways.

**8.5 Police report**

No Police report was provided this month. Cllrs would like to see a representative from Tavistock Police at least once a year. Cllrs requested the Clerk write to Tavistock Police and extend an invitation.

**Action** Clerk to write to Tavistock Police.

**8.6 Webmaster**

Cllr Fife Cook reminded the Clerk that it was important to undertake the web training which was the subject of a grant. She confirmed she would be able to start this soon.

**8.7 Outside organisations**

Cllr Fife Cook declared an interest in both the Jubilee Group and Recreation Ground Trust. **Jubilee Group** – Cllr Fife Cook reported that the outdoor gym equipment had now been installed on the Recreation Ground and was in frequent use, proving to be a real Parish asset. The Jubilee Group wished to thank the Recreation Ground Trust for agreeing to insure the equipment and the PC for using some of the Precept to strim around the equipment and make it look tidy at all times.

**Recreation Ground** – Cllr Fife Cook reported that the recent Country Fayre was a huge success and believed in excess of 300 people attended.

**Artful Toddlers** – Artful Toddlers, supported by the Jubilee Group and the Recreation

Ground Trust held a National Play Day event on the Recreation Ground. Attendance was very good with around 50 children with parents enjoying the facilities. Plans will be made to make this an annual event.

**Tavistock 2<sup>nd</sup> Guides** – Mrs Higham reported that a meeting would be held this week between herself and senior Guide leaders in order to start making plans for the movement of the Tavistock 2<sup>nd</sup> Rainbows and Brownies to Mary Tavy. The group will be open to new members between the ages of 5 and 11.

**Mary Tavy & Brentor Primary School**

The Tavistock Times have featured the School with an article and photographs of the recent 180<sup>th</sup> anniversary celebrations.

**Shakespeare in the Garden**

Shakespeare in the Garden will be performed in the garden of Wheal Friendship on Saturday 13 August. Two performances will take place at 2.30 and 6pm.

**09/08/2016/9 Planning**

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

The Clerk received the following notifications:

Application No. 0361/16 – Brookside

A planning meeting took place on 27 July 2016

Application No. 0430/15 – Lakemount

This application was the subject of a site visit and planning meeting in October 2015. The applicants have made one minor change to the plans by way of repositioning a window. The Parish Council feels it is of no consequence and does not change their original decision on the matter. Therefore Cllr Fife Cook proposed the PC send no comment without the need for a formal meeting.

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

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

The Clerk received the following notifications:

Application No. 0317/16 – 1 Warren Road

Granted conditionally

**09/08/2016/10 Cemetery**

**10.1 Report from Burial Clerk**

The Clerk reported that a burial had taken place in the Cemetery on 14 July. She had visited the Cemetery prior to the burial in order to remove rubbish and check the overall appearance which was found to be satisfactory. The Clerk has received further complaints from visitors to the Cemetery about the removal of artificial flowers and vases from graves, but it was noted that this was not undertaken by the maintenance person. As a result the Clerk intends to visit more regularly in an effort to expose the culprit. Craig Gardiner provided Cllr Fife Cook with photographs of his legs after hitting a glass flower jar with his strimmer, he was badly cut by the shards of shattered glass. Residents and visitors are reminded that plastic and glass flower jars are not permitted within Mary Tavy Cemetery and if found will be removed without exception. Cllr Jarvis received a letter from Rev. John Higman responding to a number of issues regarding the Cemetery. Firstly he confirmed that the PCC are happy for the PC to go ahead with the replacement fence around the Cemetery. He also confirmed that since his appointment as Chair of the PCC in 2012 he has not been approached by any authority wishing to add an additional footpath through the Churchyard. He confirmed the Churchyard, albeit classified as 'closed', is still under the direct authority of the Diocese of Exeter and believed approval for an additional path or views on the matter should have been sought. Cllr Jarvis suggested he write to DNPA asking for an explanation and suggest they reverse their decision. A copy of Rev.

*Decision* Higman's letter will be enclosed.

*09/08/2016/11* Proposed Cllr Jarvis, seconded Cllr Page, all in favour.

**Maintenance**

Cllr Fife Cook stated that now approval has been granted by the PCC, Craig Gardiner should start the job of replacing the Cemetery fence as soon as possible. All materials should be purchased directly through the PC as it can reclaim the VAT. Cllr Fife Cook asked that the Clerk email Craig Gardiner the locations of all the dog waste bins in the village in order that Craig Gardiner can clean and trim around them. Cllr Fife Cook suggested he, the Clerk and Craig Gardiner have a meeting in order to create a form which can be completed by Craig when he has completed work. Cllr Fife Cook also wanted the minutes to record that a Parishioner was seen cleaning the inside of the bus shelter adjacent to the War Memorial and wished to thank her.

# Mary Tavy Parish Council

---

**09/08/2016/12 Defibrillators**

Cllrs are agreed TAP funding should be sought to purchase defibrillators for the village. TAP funding is available without the usual necessity of having a supporting Parish.  
**Action** Clerk to complete the application form.

**09/08/2016/13 Other projects**

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

The Clerk received a letter from the Chair of the Governing Body of Mary Tavy & Brentor Primary School stating that the Governing Body shared the PC's concerns about the children's safety when walking to and from the school playing field and would support any measures the PC were able to put in place. Cllr Fife Cook was unsure whether the Governing Body had answered all the questions posed in the original letter and asked the Clerk to circulate the original letter to all Cllrs.

At a Working Group meeting it was discussed whether the PC should do one of two things: Adopt the project fully and carry out all fact finding through to implementation or simply collect the required information and pass it to the school so they could then choose how to move forward. It was the feeling of the Working Group that the PC adopt the project fully. Cllr Fife Cook proposed this to the Council for a formal decision.

**Action** Clerk to circulate copy of the letter sent to school Governors.  
**Decision** Proposed Cllr Fife Cook, seconded Cllr Jarvis, all in favour.

**13.2 Beating the Bounds**

Cllr Page reported that he had received a lot of interest in the event following the article in the Jubilee Group Newsletter. He had communicated with Rev. John Higman on the subject and discussed the last event which was 2008. Cllr Page was informed that due to part of the boundary falling in the firing range the event could only take place in August. Cllr Page asked the Clerk to confirm that no firings take place in August. Cllr Page also stated the insurance would need to be checked to ensure the event was covered and intended to speak to local bus companies about help with the more difficult parts of the route.

**Action** Clerk to confirm firing dates.

**09/08/2016/14 Councillor & Clerk matters**

Clerk will update the Council in ILCA progress next month.

**09/08/2016/15 Other matters for discussion**

There was nothing to discuss under this item.

**09/08/2016/16 Next meeting**

**16.1 Items to be brought forward for inclusion on the next agenda**

There were none.

**16.2 Date of next meeting**

The date was confirmed as 13 September 2016, 7.30pm, Reading Rooms.

*There being no further business the Meeting closed at 10.15pm.*

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

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

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