

## Minutes of the Parish Council Meeting

<b>Date</b>	12 September 2017
<b>Location</b>	Reading Rooms, Mary Tavy
<b>Those present</b>	Cllr M Fife Cook, Cllr G. Hill, Cllr J Hill (Chair), Cllr P Jarvis, Cllr R Page and Cllr G Ross (6)
<b>Others present</b>	Mrs K Higham (Clerk), plus two members of the public.

## Proceedings

**Parishioners' Time** - Mr Paul Williams attended the meeting to ask the PC questions relating to the development of Blackdown Garage. He stated it had been four months since activity on the site had ceased. He believed the PC should be seeking more information regarding the proposed program and informing the general public when possible. He also wished to know whether something could be done about the temporary fencing around the site which was not only making it dangerous for pedestrians but also for drivers entering and exiting the Coronation Hall driveway as visibility was very poor. Finally he suggested that the PC should push for some of the infrastructure laid out in the 106 agreement be carried out. He suggested the pavement from CJ Downs's bus depot to the PO & Stores at the very least.

Mr Brian Hume also attended the meeting with similar concerns about road safety for pedestrians when trying to visit the village shop. He would also like to see a designated footpath for pedestrians between CJ Downs and the PO & Stores.

Cllr J Hill stated a meeting had been held on September 11<sup>th</sup> with John Doswell, Neighbouring Highways Officer. Many of the point raised by Mr Williams and Mr Hume were discussed with John Doswell who provided the name and contact details of Phil Townsend, DCC Highways Planning Officer. Mr Doswell suggested contacting MR Townsend directly in relation to the fencing around Blackdown Garage. Cllr J Hill stated all the points raised by the two Parishioners would be looked into by the PC and indeed were due to have full discussion during this meeting. He asked the Clerk to contact the Planning Officer for Blackdown Garage at DNPA and Phil Townsend, DDC Highways Planning Officer as soon as possible.

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

12/09/2017/1 **Apologies for absence**  
There were no apologies

12/09/2017/2 **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.

12/09/2017/3 **Approval of Meeting Minutes**

3.1 **Council meeting, 8 August 2017**  
The minutes were approved.

*Decision* Proposed Cllr Jarvis, seconded Cllr Page, all in favour.

3.2 **Planning meeting, 8 August 2017**  
The minutes were approved

*Decision* Proposed Cllr Page, seconded Cllr Ross, all in favour.

12/09/2017/4 **Matters arising**  
There was nothing to discuss under this item.

12/09/2017/5 **Finance**

5.1 **Review and approve the monthly Financial Report including payments**  
Cllr Fife Cook stated that the grant of £1000 should have been shown on the financial report but it was absent. As a decision had been made it should have been followed through. The Clerk apologised and stated that as she had knowledge that the Coronation Hall would be submitting a new grant application, which was intended to replace the previous application, she thought it better to wait for the outcome of tonight's discussion. This was incorrect and would not be repeated.  
The financial report and all payments were approved.

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

**5.2 Review and approve the half yearly financial report**

Prior to the meeting the Clerk circulated a document detailing the current financial position including all receipts and payments to date. Cllr Page stated he understood the document immediately and believed it well laid out. Other Cllrs agreed and were also happy with the current position when taken against the agreed budget and items paid for from reserves. Cllr Fife Cook felt he had not had sufficient time to fully consider the document he also stated he found it difficult to read as it had been sent as a PDF and not Excel. It was decided this item would remain on the agenda to allow Cllr Fife Cook time to read the document thoroughly.

**5.3 Methods of payment for online transactions**

Cllr Jarvis stated he had visited TSB in Tavistock to ask for the relevant forms in order to apply for a credit card. He was informed TSB Tavistock do not conduct business banking and therefore could not supply the correct documents. He was given a telephone number to call which he passed to the Clerk. The Clerk stated she had contacted TSB on the number supplied but as she is not a signatory on the accounts TSB business refused to fill her request. Cllr Page stated that the issue had taken up too much time already and did not seem worth the effort of such a small amount of credit. Cllr Page proposed dropping the idea altogether.

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

**12/09/2017/6 Review and adopt Standing Orders and Financial Regulations**

All Cllrs having re-read and reviewed both documents agreed that at the present time no changes were required.

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

**12/09/2017/7 Welcome new Head teacher**

Cllr J Hill asked the Clerk write to the new Head teacher welcoming her to Mary Tavy & Brentor Primary School.

**12/09/2017/8 Correspondence**

**8.1 Update on previous correspondence**

**8.1.a Rats on Bal Lane and surrounding area**

The Clerk confirmed the pest control contractor from WDBC had contacted her and she had passed on the contact details of those who originally complained. To her knowledge the matter was being dealt with.

**8.1.b Drains**

The Clerk stated she had made a report to Devon County Council Highways and discussed the matter with the Neighbourhood Highways Officer in a recent meeting. He has informed the Clerk via email that the scheduled gully cleaning for Mary Tavy is February 2<sup>nd</sup> 2018.

**8.1.c Horndon noticeboard**

The Clerk stated she intended to print and laminate a copy of the notice of intent to adopt the land and take it to the noticeboard herself.

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

**8.2.a Robert Waterhouse – Permission to reproduce a photograph**

The Clerk received an email from Mr Robert Waterhouse, Industrial Archaeologist & Historian, who requested permission to reproduce a photograph found on the Parish Council website. The photograph taken in 1935 depicts R W Toll the engineer for both Mary Tavy and Morwellham power stations. He wished to use the photograph in a book he has written to mark the 200th anniversary of the opening of the Tavistock Canal. Cllr Fife Cook stated he did not believe the Parish Council could give permission as it did not hold the copyright on the photograph. He believed the PC were allowed to use the photograph only because it was not for profit. He suggested Mr Waterhouse contact South West Water who may know more about who owns the rights. Cllr Page proposed the Clerk write to the gentleman explaining that the PC do not own the copyright

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

**8.2.b Mary Tavy Cemetery**

The Clerk was contacted by the daughter of a recently deceased man now buried in Mary Tavy Cemetery. She was concerned that the orientation of her father's coffin was incorrect meaning the foot of the coffin was essentially where the head stone would eventually be placed. The Clerk confirmed that this was correct. Mary Tavy Cemetery adheres to a Christian tradition that everybody is buried with their feet pointing

eastwards. This follows the belief that the second coming of Jesus will occur from the east.

## 12/09/2017/9 **Reports from Councillors and outside organisations**

### 9.1 **Emergency Warden and Snow Warden**

*Clrr Page declared an interest in this item.*

Clrr J Hill reported that he has been in communication with Gemma Cater, Flood and Coastal Risk Officer at DCC. She stated powers exist under the Land Drainage Act to force landowners to maintain drainage systems on their land. She is willing to make a site visit to the affected area. Clrr J Hill asked that Clrr Page attend the site visit in order to represent the landowners and that one other Clrr or Clerk be present. Clrr Page agreed to this but asked that the site visit be no earlier than the first week of October.

### 9.2 **Southern Parishes Link Committee representative**

Clrr G Hill reported that the next meeting will be in October.

### 9.3 **Dartmoor National Park Authority representative**

There has been no meeting.

### 9.4 **Coronation Hall representative**

Clrr Ross reported the Pantomime will be Jack & the Beanstalk, dates are 14<sup>th</sup> – 17<sup>th</sup> December. The Harvest Supper will take place on October 1<sup>st</sup>. A grant application has been submitted to the PC.

### 9.5 **Police report**

Following last month's meeting the Clerk reported she has spoken to PCSO Chapple in reference to the van parked at the end of the Coronation Hall drive. PCSO Chapple stated he had little power to force the owner not to park there but would speak with the owner. PCSO Chapple also informed the Clerk he would be retiring in April 2018.

### 9.6 **Webmaster**

There was nothing to report on this item.

### 9.7 **Mary Tavy Victory Memorial Recreation Ground**

Clrr G Hill reported all four newly purchased picnic benches were now in place. The Recreation Ground together with the Jubilee Group would once again organise Bonfire Night which would be held on Sunday 5<sup>th</sup> November.

### 9.8 **Reports from outside organisations**

**Mary Tavy 'pop in'**. Tavistock Area Support Services will be holding a 'pop in' on October 3<sup>rd</sup> in the Coronation Hall. The event will feature many organisations aimed at assisting the older generation. They will include amongst others, Tamar energy, Hearing Loss and Insight Devon. The event will run from 12.30 – 3.30pm.

**Mary Tavy Live**. Following the demise of 'Villages in Action' volunteers have started Mary Tavy Live. Their first performance is 'Mrs Beeton' which will be held in the Coronation Hall on October 10<sup>th</sup>.

## 12/09/2017/10 **Planning**

### 10.1 **Notification of new planning applications from DNPA**

The Clerk received the following notifications of new planning applications.

0398/17 – Wringworthy Farm.

A planning meeting to discuss Wringworthy Farm was organised for Friday 25<sup>th</sup> August. The meeting could not go ahead as planned as it was not quorate. Clrr Fife Cook asked the Clerk to inform DNPA that the PC had no comment to make.

### 10.2 **Notification of decisions on previous applications received from DNPA**

The Clerk received the following decisions.

0363/17 – Homer Barn, Mary Tavy

DNPA have granted conditional permission for this application.

### 10.3 **Local Plan**

Clrr Jarvis circulated the response to the local plan consultation prior to the meeting. The Clerk confirmed she had forwarded it to DNPA and it had arrived with them.

## 12/09/2017/11 **Cemetery**

### 11.1 **Report from Burial Clerk**

The Burial Clerk reported she had received an application for purchase of a burial plot for cremated remains, an application for interment of cremated remains and an application for erection of a memorial tablet with inscription for the same party. The Clerk read the

proposed inscription to the Council and all agreed it was acceptable. Following last month's meeting Mrs Pearl Duke had decided to write to the Diocese of Exeter, the MP Geoffrey Cox and the local newspaper. Cllr Jarvis stated he had completed the response to the office of Geoffrey Cox and mailed the letter. A copy was passed to each Cllr and Clerk for their records. Cllr Jarvis stated he would write to Mrs Duke and explain the outcome of last month's decision and that it had been voted unanimously that this would be the PC's final word on the matter. The Tavistock Times had contacted the Clerk again to inform her a second person had come forward unhappy with the Rules & Regulations of the Cemetery as she had a pot removed from a family grave. According to the Tavistock Times she had started an online petition. The Clerk informed PC that the person in question had contacted her a month earlier and it had been explained that plastic pots were not permitted and reasons for this given. The Clerk also reported that a meeting with Brian Beasley, Tree Preservation Officer for DNPA had been arranged for Thursday 14 September in the Cemetery.

**Action** Cllr Jarvis to write to Mrs Duke.

## 11.2 Procedure for issuing Cemetery Rules & Regulations

Following recent enquiries in reference to Rules & Regulations in Mary Tavy Cemetery, Cllr Jarvis Chair of the Cemetery Committee, suggested to the Council a system of ensuring purchasers of graves and their families are fully aware of the Rules & Regulations should be brought into force. He proposed issuing all purchasers with a copy of the Rules & Regulations in conjunction with a statement which must be signed and returned to the Burial Clerk before purchase and certainly before any burial can take place. The statement will be along the lines of 'I have read and understood the Rules and Regulations of Mary Tavy Cemetery and will abide by them'. Exact wording had not yet been worked out but if Council was in agreement Cllr Jarvis would formulate the document and circulate as soon as possible.

**Decision** Proposed Cllr Jarvis, seconded Cllr Page, all in favour.

**Action** Cllr Jarvis to formulate document and circulate to Cllrs.

## 11.3 Removal of green waste

The Clerk asked if a solution could be found to the issue of green waste. Since the installation of the green waste bin the Clerk had been taking the green waste bag to her home and having it removed from there. Since WDBC had brought in the payment system for green waste this was no longer possible. Cllr Ross asked how much green waste would be put out per collection. The Clerk believed it would be two bags per collection. Cllr Ross suggested contacting WDBC and asking if the PC could pay for a license and have the green waste collected.

**Decisions** Proposed Cllr Ross, seconded Cllr Page, all in favour.

**Action** Clerk to contact WDBC.

## 12/09/2017/12 Maintenance

### 12.1 Noticeboard

Cllr Jarvis confirmed he would speak to Mr Colin Grice in reference to the refurbishment of the Parish Council noticeboard however Mr Grice was currently on holiday.

## 12/09/2017/13 Grants and Donations

### 13.1 Coronation Hall

The Coronation Hall committee submitted a second grant application form and asked that the PC disregard the previous application. At a committee meeting it was decided to focus attention on heating the main hall and consider other areas at a later date. The new application and all accompanying documentation was circulated to Cllrs prior to the meeting. They are asking for 50% of the total cost of six heaters, cable and thermostat for the main hall. Cllr Fife Cook stated that as the hall were now asking for slightly less than the amount agreed last month they should stick to their original decision and grant £1,000. Cllr J Hill asked whether the PC intended to purchase any part of the order as it can reclaim the VAT. The Clerk stated the unit price for each heater was £202.90 and provided the PC were happy to grant the extra few pounds five of the heaters could be purchased by the PC saving the Hall a substantial amount of VAT. Cllr Fife Cook stated he found this acceptable. The Clerk then asked for permission to place this order and pay for it immediately as the Hall had stated the electrician was ready to carry out the work. All Cllrs agreed to this.

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

**Action** Clerk to place order.

## 12/09/2017/14 Projects

### 14.1 Beating the Bounds

Cllr Page reported the event had been very successful. An enjoyable day had been had for the 25 walkers talking part. Cllr J Hill extended the Parish Council's thanks to all those who had helped make the event a success including Cllr Ross, Beverly Ross, John & Wendy Bagnall, Nick Butland, Cheryl Downham and Hazel Butland who sent the walkers off following prayers. Also Tesco and Morrison's Tavistock for their kind donations of food. Cllr J Hill congratulated Cllr Page and the Clerk for performing the task so well. Cllr Page stated that although there was great enthusiasm on the day to hold the event more regularly he believed one every 4 years was sufficient. All Cllrs were in agreement.

#### 14.2 **Mary Tavy Community Landing Site**

The Clerk reported having spoken to the case officer for the planning application the signs were very good and she expected to receive official notification of permission within days. In respect to costs Cllr J Hill wished to state that the ongoing cost to the PC of this project would be nominal. The lights themselves would be LED which have an exceptionally long life, extended by the fact they would be used very rarely. The column itself would of course need to be insured but maintenance would be minimal.

#### 14.3 **Japanese knotweed**

The Clerk stated the contractor was dealing with occurrences of the plant as he found them.

#### 14.4 **Signs and parking at Mary Tavy and Brentor School – Highways**

On Monday 11<sup>th</sup> September Cllr J Hill, Cllr Jarvis and the Clerk attended a meeting with John Doswell, Neighbourhood Highways Officer. Several issues were discussed during the meeting.

*Central lines passing the Royal Standard* – Mr Doswell stated he had been party to the change in central lines at this point on the A386 and categorically stated they would not be changed back to their previous state.

*Zebra crossing* – When it was explained to Mr Doswell the deficiency of the lights within the beacons Mr Doswell assured those present that they could and would be changed to LED lights which are much brighter. It was also stated that this pedestrian crossing is the first for many miles and no warning signs exist. This is something Mr Doswell will look into.

*Blackdown Garage* – Cllr J Hill stated that the developer of the site has now brought the fencing so close to the highways that it is no longer safe for pedestrians to walk. Cllr J Hill asked if it was possible to contact the developer and ask that he allow some room for pedestrians. Mr Doswell stated he had no knowledge of the site but would look at it immediately following this meeting. He also gave the name and contact email of the planning officer at DCC Highways who may be able to help.

*Signs around Mary Tavy & Brentor School* – When asked about the signs previously agreed with Mr Doswell's predecessor, Mr Doswell agreed with these changes and assured those present he would raise a job number and see that these are done. The reason stated for the changes, that the current signs were erected before the land on Warren Road was nominated as the schools outdoor space, are valid and changes could have a positive impact on drivers and pedestrians. Mr Doswell believed he could instigate some of the changes immediately using stores at the Tavistock depot. Others would have to enter the system, he apologised but could not provide a timescale for completion.

*Advisory 20mph zone around the school* – Cllr J Hill showed Mr Doswell photograph of signs advising drivers of a 20mph zone around a school and asked if this was a possibility for Mary Tavy. Mr Doswell informed those present it was not DCC Highways policy to install any 20 mph zones. They were currently waiting for a report detailing why reported accidents in 20mph zones had increased. He would however take Mary Tavy's argument for a 20mph zone to his superiors given the unique nature of our school and the distance between the main school site and its playing field.

#### 14.5 **Allotments**

Cllr G Hill reported that the Trustees of the Recreation Ground had agreed in principle to the allotments being sited on their land. However, much more detail was required. Therefore the Trustees intend to contact John Bright, Secretary of the Allotment Association, and discussed the matter in person. Following the outcome of these discussions Cllr G Hill stated a public meeting would be held.

#### 14.5 **Community composting**

As appropriate land cannot be found for this venture Cllr J Hill suggested the Parish Council officially drop this project.

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

#### 14.6 **Remembrance Sunday**

The Clerk confirmed Remembrance Sunday will be Sunday 12<sup>th</sup> November this year. The wreath is on order from Lady Haig. The service will be taken by a Methodist minister this

# Mary Tavy Parish Council

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year, likely Rev. Paul Smith but the Clerk will confirm. The Clerk was asked to speak to the school and find out their intentions.

**14.7 Christmas tree festival**

The Clerk confirmed she had spoken with Mrs Sylvia Baish and the PCC will be organising a Christmas tree festival again this year. The PC confirmed they would like to take part and will divide the cost of the tree between them personally. The Clerk confirmed she will make the decorations and aim to keep the time spent making them under two hours. If this is possible she stated she would not wish to charge the PC for her time. Cllr Jarvis stated that if extra time were required then he would pay for the Clerk's time.

**12/09/2017/15 Communication with Parishioners**

Cllr Fife Cook stated the Jubilee Newsletter was due out at the end of September and the final date for copy would be September 20<sup>th</sup>. Cllr Page asked the Clerk to write a short piece about Beating the Bounds. Cllr Jarvis will make the usual submission from the PC.

**12/09/2017/16 Other matters for discussion**

Cllr J Hill stated that following last month's enquiry from a Parishioner he had check the contents of the dog waste bin in Horndon and it certainly was being used. Cllr Jarvis asked that those using the side gate on the cattle grid on Brentor Road ensure they close it again afterwards to avoid livestock entering Brentor Road.

**12/09/2017/17 Next meeting**

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

Review Employment policies, organise a Finance Committee meeting.

**17.2 Date of next meeting**

**The date was confirmed as 10 October, 7.30pm, Reading Rooms.**

*This meeting was recorded to assist in writing accurate minutes.*

*There being no further business the Meeting closed at 10.08pm.*

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

**Signed: Cllr J Hill**  
**Chair of the Parish Council** \_\_\_\_\_

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