

Minutes of the Parish Council Meeting

Date	14 February 2017
Location	Reading Rooms, Mary Tavy
Those present	Cllr G. Hill, Cllr J Hill, Cllr P Jarvis (Chairman) and Cllr R Page (4)
Others present	Mrs K Higham (Clerk), plus one member of the public.

Proceedings

Prior to the beginning of the formal meeting, Cllr Jarvis asked those in attendance to stand for a minute's silence to mark the passing of the Rev. John Higman, Rector of Mary Tavy and Peter Tavy.

Parishioners' Time Mr Graham Ross enquired about the progress made in the search for a gritter which could be towed behind a quad bike. Cllr J Hill responded, informing Mr Ross that he still had a way to go before a final decision could be made. He had discovered a device which could be attached to a quad rather than towed, which he believed would be more appropriate.

The Chairman declared the meeting open at 7.30pm.

14/02/2017/1 Apologies for absence

Cllr Fife Cook passed his apologies prior to the meeting.

14/02/2017/2 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.

14/02/2017/3 Approval of Meeting Minutes

3.1 Council meeting, 10 January 2017

The minutes were approved.

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

3.2 Planning meeting, 10 January 2017

The minutes were approved.

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

14/02/2017/4 Matters arising

Lawnmower - The Clerk reported that the insurance company had provided a settlement figure of £497. This is 80% of the lowest quotation provided, less the excess.

14/02/2017/5 Finance

5.1 Review and approve the monthly Financial Report

All payments were authorised.

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

Cllrs asked that a letter be sent thanking Mrs Fife Cook for her assistance to the PC over the last 18 months and for her work in training the Clerk how to use and build a website. However, the minutes show that no formal agreement either verbally or in writing had been made to pay Mrs Fife Cook for this service. As a gesture of good will Cllrs approved the £40 payment to Mrs Fife Cook.

Total provisional outgoings £1,077.56. Total income 77p in bank interest.

5.2 Quarterly reports

Prior to the meeting the Clerk circulated a document which should fulfil the transparency requirements for regular financial reporting. Cllr Page proposed accepting the document for future use.

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

5.3 Finance - Other

There was no other business

14/02/2017/6 Correspondence

6.1 Update on previous correspondence

6.1.a Leaf litter

The Clerk reported that the land between the bus shelter and Walford House is

unregistered. It is likely Devon Highways are responsible for the land. The Clerk will contact the resident who raise the concern and advise that they contact the Clerk if the problem persists so she can request a road sweeper.
Action Clerk to contact the resident.

6.1.b Other previous correspondence

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

6.2a Donation receipt

The Clerk received a letter from West Devon Citizens Advice, thanking the PC for their recent donation.

6.2.b Sign on path from Burntown to Grendon

The Clerk reported she had received an email from Cllr Annabel Roberts in October last year. The email included a photograph of a sign Cllr Roberts observed on the path between Burntown and Grendon. She questioned the meaning of the sign and asked the Clerk to look into it and raise the issue in a meeting if an answer could not be found. The Clerk apologised to the PC and Cllr Roberts for not raising the matter earlier. However, after contacting DNPA and Devon Highways who could not give a reason for the presence of the sign, the decision was made to remove it. The Clerk reported this had happened before Christmas but DNPA had failed to pass on the decision until very recently.

6.2.c WDBC Dog Warden Scheme

The Clerk received a telephone call from Honey Foskett, WDBC Environment Services who wished to know the reasons for the PC's decision to withdraw from the dog warden scheme. She offered to introduce the Clerk to the Locality Officer. Cllrs were not minded to change the decision and would like to know what else the Locality Officer covers before considering further action.

Action Clerk to speak with Ms Foskett.

14/02/2017/7 Reports from Councillors and outside organisations

7.1 Emergency Warden and Snow Warden

Cllr J Hill reported that on February 2nd Mrs Sykes of Brentor Road suffered severe flood damage to her drive. Cllr J Hill arrived in his tractor and found the emergency Lengthsman and a neighbour assisting Mrs Sykes. They worked together to divert the water and restore the driveway. When attempting to ascertain the source of the problem Cllr J Hill found and removed a large branch from a nearby leat. Cllr J Hill thanked the Lengthsman and Mr Ray Aston for their assistance but noted this was not the first occurrence of the same issue at this property. He believed the problem still lies with the drain which crosses 1, 2 and 3 Highway Spring and asked the Clerk to enquire with Environment Services about what can be done.

Cllr J Hill also reported that the Lengthsman has been working around the village. As one Parish has yet to use any of their allocated grant money, WDBC have extended the grant until October 2017.

Action Clerk to contact environment services at WDBC.

7.2 Southern Parishes Link Committee representative

Cllr G Hill reported that the next meeting is in March. He asked the Clerk to contact the Clerk to the SPLC and ask that hedge trimming be added to the agenda.

Action Clerk to ask for hedge trimming to be added to the next SPLC meeting agenda.

7.3 Dartmoor National Park Authority representative

There has been no meeting.

7.4 Coronation Hall representative

Cllr J Hill reported that the Spring Fair will be held on Monday 29th May between 12 and 4pm. Draw tickets on sale soon.

7.5 Police report

The Clerk reported that PCSO Chapple will be in attendance at the Annual Parish Meeting.

7.6 Webmaster

Cllr J Hill reported he had spent an hour with the Clerk teaching her how to use the website from an administrator mode. Both Clerk and Cllr J Hill felt it was an hour very well spent. As well as un-publishing redundant articles, a new folder had been added for finances. Cllr J Hill has added a form members of the public can complete if they would like to receive minutes via email.

7.7 Reports from outside organisations

Recreation Ground – Cllr G Hill spoke on behalf of the Recreation Ground to say a new bench will be purchased made from recycled plastic. If this seat is satisfactory an application will be made to the Parish Council to assist in buying two further benches.

14/02/2017/8 Planning

8.1 Notification of new planning applications from DNPA

0057/17 – Furzesmans Farm

A planning meeting was held on Tuesday 14 Tuesday 2017.

8.2 Notification of decisions on previous applications received from DNPA

0667/16 – 1 Bal Lane

The Clerk received notification that this application has been granted conditional permission.

8.3 Planning – Other

The PC have been informed that a site inspection by the planning committee of DNPA will take place in Friday 17th February in relation to the application made by Homer Barn. Cllr Fife Cook will attend to represent Mary Tavy Parish Council.

14/02/2017/9 Cemetery

9.1 Report from Burial Clerk

The Burial Clerk reported there had been one application for interment, funeral to be held this week. One application for the erection of a headstone and one for an additional inscription, all had been approved. Earlier in the month the Burial Clerk had been informed by a Parishioner that the bin in the Cemetery had fallen over. The Burial Clerk provided a new green waste bin which had been met with approval of Cllrs and the general public. Mr Hutchins whom the Burial Clerk wrote last month to enquire whether he owned the neighbouring field and whether it would be possible to move the spoil onto his land responded. His letter stated his wish to assist in any way he could but would like to meet with a Cllr on-site to discuss the issue further. Cllr Jarvis pointed out that moving the earth at this time of year could cause significant damage to the ground. It would be better to move the earth towards the hedge at this point. This would allow the fence to be finished. The earth could then be moved when the weather is drier and the ground firmer. All Cllrs agreed this course of action. Cllr Jarvis had received a response from DNPA regarding Footpath 5. He did not believe it sufficiently answered the questions posed. He will pursue the matter himself as previous agreed.

The Burial Clerk had also been contacted by Morris Bros in relation to Rev. John Higman. Cllr Jarvis proposed at this point to discuss this matter at length in an Extraordinary meeting. He suggested due to the nature of the business the bulk of that meeting be carried out in Part 2.

Decision Proposed Cllr Jarvis, seconded Cllr J Hill, all present were in favour.
Action Clerk to post agenda for Extraordinary meeting.

14/02/2017/10 Maintenance

The Clerk reported she had discussed the potholes at the end of the Coronation Hall drive with Highways again. Highways will not intervene until the potholes breach the highway. They are carrying out monthly checks. The Clerk had reported the blocked drains in Horndon. She waits to hear. The 'Horndon' sign missing from the bottom of Buller's Hill is on order but will not be fixed in place until after April. Cllr Jarvis asked the Clerk during the month to report a missing 30mph repeater sign from Brentor Road. This has been reported. The Clerk waits to hear.

14/02/2017/11 Grants and Donations

The Clerk has not received any completed grant applications.

14/02/2017/12 Co-option of new Councillors

The PC have received an enquiry from Mr Graham Ross who has expressed an interest in joining the PC. He has already provided a personal statement and attended a number of meetings as a Parishioner. In order to move forward, Cllrs agreed an informal meeting with Mr Ross should be held.

14/02/2017/13 Recycling services

Cllr Page, having read information from WDBC implying increases to charges for disposal of items at Tavistock Recycling Centre, visited the centre himself. He asked an employee of the site for a list of charges. A formal, printed list could not be provided. Instead, Cllr Page was given a hand written list of charges. The Clerk was asked to follow up with WDBC and DCC and obtain a proper list of the current charges for disposal of items at the Recycling centre.

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Action Clerk to contact DCC and WDBC.

14/02/2017/14 **Other projects**

14.1 **Community Right to Bid**

The Clerk reported a response had been received from WDBC. It had been circulated to Cllrs prior to the meeting. Cllrs felt they had not clearly understood the implications and work involved in having a property added to the list. Other reservations for the project were voiced such as the impact on property values, especially those properties which were not only commercial enterprises but also the permanent homes of the owners. Questions about the ability to carry through the purchase and how to raise funds as well as how to man the ventures and where to find volunteers were asked. As a result Cllr Page proposed this project be formally dropped.

Decision Proposed Cllr Page, seconded Cllr Jarvis, all present were in favour.

14.2 **Beating the Bounds**

Cllr Page reported that he had discussed the plans with the land owners and intended to write formally to them all.

14.3 **Night Flight landing site**

Members of the PC and Recreation Ground met with Toby Russell from Devon Air Ambulance to discuss possible sites, costs and where to find funding. The group then accompanied Toby Russell to the Recreation Ground which it had been established would make a more than suitable site. The next step was a formal survey and a check of the potential electricity source. Access was granted during the month to the changing rooms for this purpose. The Clerk can now go forward with a TAP application. Cllr J Hill also asked that the Clerk write to neighbouring properties informing them of the PC's intentions.

Action Clerk to submit TAP application and write to neighbouring properties.

14.4 **Japanese knotweed**

The Clerk reported she had heard from all the neighbouring parishes who were approached to support a TAP application. Brentor and Peter Tavy declined on the basis that they did not appear to have an issue with invasive weeds. Lydford Parish Council confirmed they would be interested in a joint application. Since then the Clerk has carried out further research. Public money cannot be spent on private land. The Clerk has asked the gardener to map the occurrences of the invasive weeds. Once the map is complete she can establish if any of the land is public. A letter from DNPA is also required, confirming they are happy for the work to be carried out. As a result it will not be possible to apply for TAP funding in this financial year.

14.5 **Purchase of new dog waste bin**

The Clerk had nothing further to report this month.

14.6 **Signs and parking at Mary Tavy and Brentor School – Highways**

The Clerk reported having spoken to Steve Brockman Neighbourhood Highways Officer. He explained Highways would be undergoing a reorganisation in the coming months. As a result he would no longer cover Mary Tavy. He provided the details of his replacement. Mr Brockman also informed the Clerk that the depot current used would be vacated and materials needed to be cleared. He offered a triangular 'children walking' sign to the Parish Council which has been accepted.

14.7

Reading Rooms

At a meeting in December Cllr Page provided a humidity reader which recorded at its peak, a reading of 79% humidity. Cllr Page suggested a dehumidifier would help the situation. He asked the Clerk to write to the Trustees informing them of the reading and suggesting a dehumidifier to assist with reducing the reading in the future. Cllr J Hill

Action reminded organisations that the PC accept grant application forms all year round.

14.8

Clerk to write to the Trustees of the Reading Rooms.

Defibrillators

An application for TAP funding has been made. The Clerk will not know until March whether the application has been successful.

14.9

Annual Parish Meeting

During the month the Clerk circulated an alternative format for the meeting. Rather than a formal meeting where Cllrs present to an audience, it was suggested that a less formal 'drop in' format be adopted. Information will be provided to Parishioners on boards around the rooms. Cllrs will be available to answer questions. Refreshments will be provided. All Cllrs were in favour of trying this approach.

PCSO Chapple and Rob Taylor DNPA will be in attendance for the first hour of the meeting. Cllr J Hill requested the Clerk ask the WI to provide refreshments again. Cllrs agreed a start

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Action and end time as 7pm – 9pm
Clerk to contact Mrs Barbara Weeks of the WI.

14/02/2017/15

Communication with Parishioners

14/02/2017/16

Cllr Jarvis will write the submission for the next Blackdown News.

Councillor & Clerk matters

14/02/2017/17

There was nothing to discuss under this item.

Other matters for discussion

Prior to the meeting the PC received Cllr Fife Cook's resignation as Vice Chair. In light of this it was necessary to vote in a replacement.

Cllr Jarvis nominated Cllr J Hill, seconded Cllr Page, all present were in favour.

14/02/2017/18

Next meeting

18.1

Items to be brought forward for inclusion on the next agenda

18.2

Date of next meeting

The date was confirmed as 14 March 2017, 7.30pm, Reading Rooms.

This meeting was recorded to assist in writing accurate minutes.

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 _____

DRAFT