

Minutes of the Parish Council Meeting

Date	14 November 2017
Location	Reading Rooms, Mary Tavy
Those present	Cllr M Fife Cook, Cllr G. Hill, Cllr J Hill (Chair), Cllr P Jarvis, Cllr R Page and Cllr G Ross (6)
Others present	Mrs K Higham (Clerk), plus two members of the public.

Proceedings

Parishioners' Time -

No Parishioners present wished to speak.

The Chairman declared the meeting open at 7.30pm.

14/11/2017/1 **Apologies for absence**

There were no apologies

14/11/2017/2 **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.

14/11/2017/3 **Approval of Meeting Minutes**

3.1 **Council meeting, 10 October 2017**

The minutes were approved subject to the following changes. Cllr Page asked that item 7.2.d be changed to state that the vote on Mrs Dukes headstone inscription had been unanimously only once as he had abstained from voting on the first application. Cllr Page also asked that item 8.1 state that Gemma Cater from Devon County Council would be writing a report on her findings in regard to flooding issues on Brentor Road.

Decision Proposed Cllr Ross, seconded Cllr Jarvis, all in favour.

3.2 **Planning meeting, 10 October 2017**

The minutes were approved.

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

14/11/2017/4 **Matters arising**

Cllr J Hill stated Mr John Bright had expressed an interest in joining the Parish Council since the last meeting. Mr Bright had provided a personal statement and met with Cllrs prior to this meeting. Cllr Hill proposed a vote be taken to decide whether to Co-opt Mr Bright. Cllr Fife Cook stated he did not believe this was the correct procedure. It was his belief this business should appear as a specific agenda item before any vote could take place.

Decision Proposed Cllr J Hill, seconded Cllr Ross, three in favour. Cllr Fife Cook abstained stating he did not believe it was correct procedure.

Cllr J Hill proposed the Parish Council Co-opt Mr John Bright onto the Council.

Decision Proposed Cllr J Hill, seconded Cllr Jarvis, three in favour. Cllr Fife Cook abstained.

Since the October meeting the Finance Committee met to discuss the budget for next year. This item will be on the December agenda.

14/11/2017/5 **Finance**

5.1 **Review and approve the monthly Financial Report including payments**

All payments were approved.

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

A small amount of interest on the bank accounts was received this month. Total outgoings including Clerk's wages and expenses, grounds maintenance, poppy wreath, dog waste removal and installation of the night landing site £8,074.73. These items include VAT which is reclaimable by the Parish Council. Although the Parish Council will pay the bill for installation of the night landing site approximately £5,000 in grant awards will come back to the Parish Council

5.2 **Discuss methods of payment for stationary**

In a previous meeting Cllr Fife Cook asked why there was no VAT reclaimable on stationery. The Clerk informed the PC that as she paid for stationery and made a claim to

be refunded the PC could not reclaim the VAT. She explained that she had previously looked into setting up an account with companies such as Viking and Lyreco but as her address is not a business address it had not been possible. Given the small amount of stationery required it was decided this item should be removed from the agenda as a more preferential alternative could not be found.

14/11/2017/6 Correspondence

6.1 Update on previous correspondence

6.1.a Horndon noticeboard

A laminated copy of the notice is now displayed in the noticeboard.

6.1.b Horndon – Dog waste bin

An email from Mrs Corrie Grice was received by the Clerk asking the PC to consider allowing Horndon to have a green dog waste bin. At the present time there is no further funding for more dog waste bins and the most the PC could offer was to move the bin to a less conspicuous location.

6.1.c Horndon – Land drain

Cllr J Hill reported the blocked land drain reported last month has been cleared.

6.1.d Rural gateway

Cllr Fife Cook reported on behalf of the Jubilee Group that they had made an application to DNPA Communities Fund. They had been asked for more detailed information regarding the project and it would seem were keen to see the PC involved. Cllr Fife Cook asked if the PC would consider adding this item to the agenda under 'Projects'. All Cllrs agreed.

Action Clerk to add rural gateway to the agenda for December.

6.1.e Virtual footpath

The Clerk stated she had reported the overgrown hedges to Devon County Council Highways and received a response informing her that they had contacted the residents/land owners in questions and they expected the work to be carried out with a fortnight.

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

6.2.a Warne Lane

The Clerk reported she had received two emails from residents of Warne Lane thanking the PC for any input they had on the cutting back of trees and hedges as well thanking the Lengthsman for doing a very good job clearing the drains.

6.2.b Mrs Pearl Duke

Mrs Duke wrote to the Council as she wished to inform them she had conducted research into the rules applied to large Cemeteries in Plymouth, specifically Efford, which she had found to be different to that of Mary Tavy. She also stated she felt that a number of Cllrs had a personal vendetta against her. Cllr Page stated that there was no comparison between Mary Tavy Cemetery and a large commercial enterprise such as Efford. Cllr G Hill stated that no one on the PC had any personal vendetta.

6.2.c 6.2.c

Cllr Jarvis stated he had received communication from the office of Geoffrey Cox MP asking the PC to address issues raised by Ms Angelina Lupo in regard to the Cemetery. Ms Lupo's original email to Geoffrey Cox had been sent in mid-September, before the PC had agreed to review the Cemetery Rules and Regulations in details. However the letter required a response which Cllr Jarvis would put together before forwarding to the Clerk and Cllrs prior to posting.

14/11/2017/7 Reports from Councillors and outside organisations

7.1 Emergency Warden and Snow Warden

Cllr Page declared an interest in this item.

Cllr J Hill reported that since their on-site meeting with Gemma Cater, Flood Defence Officer for DCC he had heard nothing further.

Having been granted more money from the TAP fund for Lengthsman services the work to clear drains and ditches has begun. The Lengthsman has already visited Brentor Road and Warne Lane. Residents of Warne Lane were concerned that a particular drain was being purposefully blocked by the placement of large stones. Cllr J Hill stated he would keep an eye on the situation but urged residents to report the culprit if they witnessed this happening. Cllr Page stated that it is illegal to block drains and watercourses. An amount of salt will be delivered to Kingsett Farm in time for winter. Cllr J Hill asked that the PC

Mary Tavy Parish Council

consider the purchase of a gritter. This item will be added to the agenda for December.

7.2 **Southern Parishes Link Committee representative**

Cllr G Hill reported a meeting will be held in Tavistock on November 30th. A super link meeting will also be held at Meldon Village Hall on December 11th. Cllr John Hart and Cllr Philip Sanders will be present. Cllr J Hill suggested more than one member attend this meeting.

7.3 **Dartmoor National Park Authority representative**

Cllr G Hill reported a forum meeting will take place on November 24th however he had not been informed directly. He asked the Clerk to chase DNPA and ask why he was not being informed correctly.

Action Clerk to speak to DNPA.

7.4 **Coronation Hall representative**

Cllr Ross reported that the Coronation Hall are looking into the cost of either a refurbishment or complete rebuild of the toilet facilities. The roof is leaking, the Committee are looking into grants to help fund the necessary repairs. The Pantomime rehearsals are on track. The Hall committee would appreciate any donations from the public of prizes for the raffle. The next step in replacing heating will be the foyer and meeting room.

When leaving the most recent meeting Cllr Ross stated that it was almost impossible to manoeuvre past Martyn Credicott's van. He asked if anything else could be done as he knew people had attempted to speak to Mr Credicott before. Cllr Fife Cook stated as the land is private there was little anyone could do.

7.5 **Police report**

There was no report.

7.6 **Webmaster**

Cllr J Hill stated he would add something in regard to 'Friends of the Coronation Hall'. He also intended to add a piece reference the newly installed light column.

7.7 **Mary Tavy Victory Memorial Recreation Ground**

Cllr G Hill reported a meeting between the Recreation Ground and Coronation Hall had taken place to discuss the future of both facilities. Further talks were required before the two organisations could come to the Parish Council as a joint venture. A very successful Bonfire Night was held in conjunction with the Jubilee group. Cllr G Hill thanked all those involved particularly the sponsors and volunteers.

7.8 **Reports from outside organisations**

Jubilee Group – Cllr Fife Cook also thanked the sponsors and volunteers who helped make Bonfire Night a success.

Tavy St Mary – A coffee morning will be held in the Methodist Church Hall on Saturday 18th November. Proceeds to Tavy St Mary Church funds.

Knit & natter, craft & chatter – A Christmas craft fair will be held in the Methodist Chapel Hall on Saturday 25th November.

Tavy St Mary – This year's Christmas tree festival will be held between Thursday 30th November and Sunday 3rd December.

14/11/2017/8 **Planning**

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

The Clerk received the following notifications of new planning applications.

0551/17 – South Warne Farmhouse, Mary Tavy.

0533/17 – No. 8 The Oaks, Mary Tavy.

A planning meeting was held on Tuesday 14th November 2017.

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

The Clerk received the following decisions.

Tree works

17/0063 – Proposed tree works, St Mary Church.

Sycamore – Fell

Lime – Crown lift to 3m

This application was granted conditional permission.

14/10/2017/9 **Cemetery**

9.1 **Report from Burial Clerk**

The Burial Clerk reported that she had received three enquiries to purchase Exclusive Rights, no interments had taken place however there had been one request for a headstone with inscription. The Burial Clerk read the proposed inscription aloud. Cllrs agreed it was acceptable and within the current rules. The Clerk also stated that the PC are now in possession of the green waste bags
Cllr Jarvis handed the Clerk and each Cllr a copy of the current Rules and Regulations together with a briefing document in preparation for the upcoming Cemetery Committee meeting. He asked that all members and Clerk read the documents carefully and treat them as confidential until they meet for the Committee meeting. Cllr Page asked that the meeting be held before the end of November. All Cllrs agreed this timescale.

14/11/2017/10 **Maintenance**

10.1 **Noticeboard**

The Clerk reported she had asked Brentor PC what they intended to do with their old noticeboards now that TAP funding had been secured to purchase new ones. The Clerk at Brentor had stated she would add this item to their agenda. The Clerk waits to hear a response. The Clerk suggested she obtain quotes to have the PC noticeboard refurbished.

14/11/2017/11 **Grants and Donations**

11.1 **Coronation Hall.**

The Clerk stated she had received a letter from the Coronation Hall Committee thanking the PC for their assistance in regard to their recent application for new heaters for the main hall.

14/11/2017/12 **Projects**

12.1 **Mary Tavy Community Landing Site**

The landing site went live on Monday 6th November. Cllr Jarvis stated he believed a log should be kept of every test of the light. Cllr Ross offered to carry out the test each month. Cllr J Hill asked the Clerk to confirm the position regarding insurance. This item will be removed from the agenda.

Action Clerk to contact the insurer.

12.2 **Japanese knotweed**

The Clerk stated the contractor had emailed and did not believe he could do anything further this year. Cllr Page suggested the item be removed from the agenda and reinstated next spring

Action Clerk to removed and reinstate next March/April.

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

The Clerk reported Mr John Doswell, Highways had contacted her and explained that although he had made a case to his superiors for a 20mph green zone around the school his request was unsuccessful. He had however ordered the signs previously agreed by DCC Highways.

12.4 **Allotments**

Cllr Bright declared an interest. Prior to the meeting the Clerk circulated emails to and from DNPA in reference to planning requirements. DNPA stated there would be no need to apply for change of use of the land and it was likely the fence would fall into permissible development. Sport England have also been contacted and have stated that until a planning application is required, when they will be consulted, they have no objection. Information regarding planning requirements for poly tunnels was still outstanding. A draft lease agreement has been sent to the Trustees of the Recreation Ground. Funding was now being looked into and quotes for fencing acquired. Cllr Page asked where the allotment holders would park and how they would access the site in wet conditions. Cllr Fife Cook asked if a public meeting had been arranged. Both Recreation Ground and Allotment Association feel it is too early to discuss a public meeting although they do intend to have one.

12.5 **Remembrance Sunday**

Cllr J Hill reported the Remembrance Service went well. It was very well attended. Thanks go to the Cllrs and Parishioners who joined in the service. Thanks also to Rev. Paul Smith for leading the service, PC Chris Higham for his assistance during the two minutes silence, the Clerk and all those who helped with refreshments. Cllr J Hill suggested adopting a set procedure for timing the event in future.

Action Clerk to add this to the December agenda.

12.6 **Christmas tree festival**

The Clerk confirmed the Christmas tree festival will run from Thursday 30th November to

Mary Tavy Parish Council

Sunday 3rd December.

14/10/2017/13

Communication with Parishioners

Cllr Fife Cook stated the last day for submissions to the Jubilee News will be 20th November.

14/11/2017/14

Other matters for discussion

Cllr J Hill stated that the decision by WDBC and SHDC not to merge the two had not come as a surprise.

14/11/2017/15

Next meeting

15.1

Items to be brought forward for inclusion on the next agenda

2018/19 Budget, Purchase of a gritter, Rural gateway.

15.2

Date of next meeting

The date was confirmed as 12 December 2017, 7.30pm, Reading Rooms.

This meeting was recorded to assist in writing accurate minutes.

There being no further business the Meeting closed at 21.16pm.

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

Signed: Cllr J Hill

Chair of the Parish Council _____

Date _____

DRAFT