

Minutes of the Parish Council Meeting

Date	09 January 2018
Location	Reading Rooms, Mary Tavy
Those present	Cllr J Bright, Cllr M Fife Cook, Cllr G Hill, Cllr J Hill (Chair), Cllr P Jarvis, Cllr R Page and Cllr G Ross (7)
Others present	Mrs K Higham (Clerk)

Proceedings

Parishioners' Time -

No Parishioners present wished to speak.

The Chairman declared the meeting open at 7.30pm.

09/01/2018/1 **Apologies for absence**
There were no apologies.

09/01/2018/2 **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.

09/01/2018/3 **Approval of Meeting Minutes**

3.1 **Council meeting, 12 December 2017**

The minutes were approved subject to the following changes, item 15.1 changed 'zero cost' to 'no additional cost'. Alter a statement made by Cllr Fife Cook from 'kidding themselves' to 'incorrect'. Although it was agreed this was Cllr Fife Cook's original choice of words Cllrs agreed it was not appropriate language for an official document. These changes were made by hand prior to approval.

Decision Proposed Cllr Page, seconded Cllr J Hill, all present at the December meeting were in favour.

3.2 **Planning meeting, 12 December 2017**

The minutes were approved.

Decision Proposed Cllr Page, seconded Cllr J Hill, all present at the December meeting were in favour.

3.3 **Cemetery Committee meeting, 12 December 2017**

The minutes were approved.

Decision Proposed Cllr Bright, seconded Cllr Page, all present at the meeting were in favour.

09/01/2018/4 **Matters arising**

The Clerk stated she had received an email from DNPA which eluded to the possibility that the planning application for Meadow Laws, discussed at the December Planning meeting may go to Committee. Cllrs should be prepared to provide further elaboration on their decision to support the application. Cllr Fife Cook stated he would be happy to produce a document should it be requested.

Cllr Ross stated that it was his understanding that the land on the Blackdown Garage site was contaminated and yet he was not aware of any earth cleared or any work to decontaminate the land taking place. He was keen to know what the situation regarding this issue is.

Action Clerk to add Blackdown Garage to the February agenda.

09/01/2018/5 **Finance**

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

All payments were approved.

Decision Proposed Cllr Page, seconded, Cllr J 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, work to improve Mary Tavy Cemetery and an additional payment to the insurance company to cover the defibrillator and lighting column were made. Total payments were £983.83.

Some items include VAT which is reclaimable by the Parish Council.

5.2 Confirm precept request

The Clerk stated it was no longer necessary to sign a physical document as the system had been automated and the request had been made through the online system. Cllrs had agreed the budget for 2018/19 with a precept of £13,581 and a support grant of £680.

09/01/2018/6

Communication with Parishioners

Cllr Fife Cook declared an interest.

The Clerk stated she had asked the editor of the Blackdown News for the number of subscribers. The Editor had kindly responded, stating that currently 134 copies of the newsletter are printed. Around ten copies are left in the PO & Stores for anyone wishing to purchase them. Two thirds of the printed copies are for subscribers in Mary Tavy. Given that information, the PC needed to decide whether they still felt it was worthwhile putting an article in each month or could the frequency of articles be re-considered. Cllr Jarvis felt that it was worthwhile as long as the PC were communicating although they could not tell exactly how many people were actually reading it. Cllr Bright asked if the PC have done any research into how Parishioners want to receive news from the Parish Council. Cllr Fife Cook responded stating the last research was conducted around six years ago when the website was being built. It was found that around 25% of Parishioners did not have any means of accessing the internet and so it was determined that alternative ways of getting information out was still required. Cllr Page stated that there was a difference between those actively seeking information and presenting the information to everybody regardless of whether or not it had been requested. He enquired whether email was a possible alternative. The Clerk stated that since the 'minutes by email' option had been introduced via the website around 30 people had taken it up. The system still relied on people actively wanting the information through this method and therefore providing their email address. Although the number of people receiving 'minutes by email' grew steadily month by month it was still a very low figure by comparison with any other existing method of communication. Cllr Bright reiterated that he felt research needed to be carried out as it has been several years since the previous research was conducted. Cllr Ross agreed the PC needed a better understanding of what people were reading. It was possible that people only read particular elements and not the entire contents of publications such as the Blackdown and Jubilee News. Cllr Ross suggested missing one edition of the Jubilee News to see if there was any response from Parishioners. That might give the Parish Council some idea whether the news from the Parish Council is valued. Cllr Fife Cook stated that although this is an option the PC still needed some way of communicating with Parishioners in the meantime. Cllr Ross stated that alternatives were still available such as the noticeboard and website.

Cllr Ross proposed suspending the article in the Jubilee News for one edition to see whether or not there is any response from their readership.

Decision Proposed Cllr Ross, seconded Cllr Bright, Cllr Page against, Cllr Fife Cook abstained, 3 in favour.

Action Clerk to inform the Trustees of the Jubilee Group that the PC will suspend their article for one edition.

Cllr J Hill asked for Cllrs thoughts on the Blackdown News. Cllr Jarvis stated he was happy to continue. Cllr Page suggested suspending the Blackdown News as well as it may help gather more information. Cllr Page was concerned that it may be considered that the PC are only providing information on the basis of religion. The Clerk stated that the publication was available to anyone regardless of their beliefs. Anyone in the community could subscribe. Cllr Jarvis reminded Cllr Page that the suspension of the Jubilee Newsletter was temporary. Cllr Bright proposed the next article in the Blackdown News should be about communication with Parishioners with an explanation about the suspension of the article in the Jubilee News.

Decision Proposed Cllr Bright, seconded Cllr Ross, those who abstained Cllr Page and Cllr Fife Cook, there were no votes against. Motion was carried 5 votes in favour.

09/01/2018/7

Cemetery

7.1 Approve recent changes to Mary Tavy Cemetery Rules and Regulations

Cllr Fife Cook stated that due to the delay between the Cemetery Committee meeting and the vote this evening he had given the rules further consideration. He suggested a slight change to rule 6 which discussed grave dressing. He would like the rule to start by saying 'Under normal circumstances' which would allow greater flexibility for people whose cultures would normally expect them to adorn headstones. Cllr Ross felt that by adding the words 'Under normal circumstances' it would open the rule up to misinterpretation. Cllr Ross felt that people should have read the rules prior to purchase and if they could not

abide by the rules due to culture or other reasons perhaps Mary Tavy was not the most appropriate Cemetery for them. Cllr Fife Cook continued by asking Cllrs how the fourth submission of the inscription from Mrs Duke was unacceptable to the PC. Cllr Fife Cook read this version of the proposed inscription to the PC. Cllr J Hill reminded Cllrs that the agenda item under discussion was not individual's applications for inscription but the approval of the changes to Cemetery Rules and Regulations. Cllr Jarvis proposed accepting the additional changes to the Rules and Regulations he had put forward and circulated to all Cllrs as they had been presented without any further changes. The Rules should then be reviewed in twelve months' time.

Decision Proposed Cllr Jarvis, seconded Cllr Ross, those who abstained Cllr Page, those who were against Cllr Fife Cook. Motion was carried 5 votes in favour, 1 abstention, 1 against.

Action Clerk to add Mrs Duke's proposed inscription to the February agenda.

7.2 Report from Burial Clerk

The Burial Clerk reported that she had not received any applications since the last meeting. The Contractor had almost completed the new Cemetery fence.

7.3 Discuss recent complaints regarding floral tributes

The Burial Clerk report she had received a number of complaints over the Christmas period regarding wreaths going missing from the Cemetery. The Burial Clerk had reported the incidents to the Police as it was believed the items had been stolen. Tavistock Police had contacted the Burial Clerk and would ensure a report would appear in the local press. It is an offence to remove tributes left for loved ones in a Cemetery.

09/01/2018/8 Projects

8.1 Rural gateway

Prior to the meeting the Clerk circulated an email from DCC Highways regarding the possibility of a rural gateway. It is possible for the village to have a rural gateway however the specifications only allow for a sign which resembles a street name sign with similar dimension. The sign must be passively safe, i.e. collapse under impact. The Clerk stated she had emailed again, asking for Highways thoughts on floral displays which might enhance any rural gateway. Further reports will be made when information is received.

8.2 Allotments

Cllr Bright declared an interest.

Cllr Bright stated he had confirmed with the Monitoring Officer that once the allotments are established and he has signed his lease he will have a pecuniary interest. Until that time his interest remains personal. He reported he had received three quotations for the material and labour costs to fence the perimeter. The lowest of which was in the region of £3,000 plus VAT. The fencing would mirror the fencing used on the Jubilee Walk. Cllr Bright stated he had spoken to several grant funders most of whom had informed him that they would help the community garden side but not the allotments as they are a statutory provision. The Allotment Association therefore intends to apply for a grant from the PC and asked that the Clerk ensure it is added to the February agenda. A meeting between the Allotment Association and Trustees of the Recreation Ground has been arranged in order to finalise the wording on the tenancy agreement.

8.3 Gritter

Prior to the meeting the Clerk informed all Cllrs that the gritter they decided upon last month was out of stock. She had been informed it would return to stock in early January but at a higher price. She asked whether Cllrs still wanted her to go ahead and make the purchase. Cllr Page felt purchasing the gritter should be put off until next winter as he didn't expect it to arrive until the end of February even if it were ordered now. Cllr Fife Cook agreed. Cllr G Hill stated that it was not uncommon for Dartmoor to receive very cold weather and possibly even snow right up to April. Therefore he felt the PC should go ahead with the purchase. Cllr Jarvis proposed the purchase of the gritter continue.

Decision Proposed Cllr Jarvis, seconded Cllr Ross, those against Cllrs Page and Fife Cook. No abstentions. Motion was carried 5 votes in favour, 2 votes against.

Action Clerk to purchase the grit spreader.

8.4 Twinning Association – Signs

The Clerk reported she had contacted John Doswell, DCC Highways, and enquired whether the entrance signs could be changed to reflect the new name of the twinned village in France. He stated this was possible and had in fact been approached by Cllr T Pearce, WDBC, already. Although Highways would consent to the changes they did not have a budget for such work. Cllrs asked the Clerk to contact the Twinning Association and inform them of progress.

Action Clerk to email the Twinning Association.

8.5 Annual Parish Meeting

The Clerk stated that the Annual Parish Meeting, if held in line with previous years would be Tuesday 17th April 2018 at 6.30pm. She asked Cllrs whether they agreed with this date and whether they wanted the format of the meeting to remain the same as last year. Cllr Page proposed the date and time be accepted by Cllrs and that the format remain as last year, an informal drop in session, open to all.

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

09/01/2018/9

Grants and Donations

The Clerk reported she had not received any grant application forms. She had however received a letter from the Trustees of the Reading Rooms which she read aloud for Cllrs. The Trustees wished to inform the PC that they intended to carry out maintenance and redecorate the meeting room as well as other areas. They wished to know if the PC would support a grant application to assist with costs. Cllr Fife Cook stated that whilst in principle he did not object to assisting the Reading Rooms he did not have enough information to make a decision. Cllr Page agreed more information was required. He asked the Clerk to write to the Reading Room Trustees informing them that the PC would consider a grant application, providing they conform to the current Grant Policy.

Action Clerk to write to the Trustees of the Reading Rooms.

09/01/2018/10

Remembrance Sunday, Procedure and timings

The Clerk reported that Cllr Jarvis had circulated the timings to everybody via email prior to the meeting. She will continue to work on a folder containing the timings, Order of Service and Roll of Honour to present to Cllrs at the next meeting.

Action Clerk to present folder at the February meeting.

09/01/2018/11

General Data Protection Regulation

The Clerk stated that she was making the PC aware of changes which would come into force in May 2018. As yet she did not know enough about the changes to offer any course of action. The PC had received an offer from the internal auditor to act as Data Protection Officer. At the present time he did not know how much this service would cost. Further information to follow.

09/01/2018/12

Planning

12.1 Notification of new planning applications from DNPA

The Clerk received the following notifications of new planning applications.

0629/17 – 3 Midlands Cottage

0616/17 – South Warne Farm.

A planning meeting was held on Tuesday 09th January 2017.

12.2 Notification of decisions on previous applications received from DNPA

The Clerk has received the following decisions on previous planning applications.

Tree works

17/0079 – Standard Court
Fell 8-9 Leylandii

Planning applications

0551/17 – South Warne Farm

0533/17 – No. 9 The Oaks

These applications have been granted conditional permission.

09/01/2018/13

Correspondence

13.1 Update on previous correspondence

There were no updates.

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

13.2.a Burntown Plain – layby

The Clerk received an email from Mr and Mrs Grice informing the Parish Council of a significant littering problem in the layby on Burntown Plain. They explained that from time to time they stopped to collect some of the waste and disposed of it themselves. They asked the Parish Council if they could find a solution to the problem. The Clerk explained she had made a report to WDBC already as Cllr J Hill had raised the same concern a week earlier. Cllr J Hill suggested the Clerk contact Rob Taylor, DNPA Rangers to ask if they had a sign, 'Please take your litter home' or similar, which could be placed

in the lobby.

Action Clerk to contact DNPA.

13.2.b **Blackdown garage site**

The Clerk received a letter from Mr Paul Williams who attended the PC meeting in September. At that meeting he asked several questions about the Blackdown Garage site including the issue of safety for pedestrians and whether any of the work detailed under the section 106 would be carried out, regardless of whether the new houses were completed. He informed the PC that he had conducted his own research and found that the permanent works would include pavements and laybys on both sides. He also asked whether the PC felt this was a prime opportunity to push the authorities to install a pedestrian crossing. He felt the problem would only increase after the houses were built because of the increase in the number of residents in the village. He asked the PC to lobby the County Cllr and felt that the majority of residents would be behind the proposal. Cllr Page recalled that when the zebra crossing, now situated outside the Methodist Chapel, was first discussed the location Mr Williams is proposing for a pedestrian crossing was dismissed. The site outside the shop was considered too dangerous for a pedestrian crossing due to the bend in the road causing a line of sight issue. Cllr Jarvis agreed, that was also his recollection. Cllr J Hill suggested the Clerk write to DNPA to ask for an update on the progression of the project overall. He also requested the Clerk make enquiries with DCC Highways about the possibility of a pedestrian crossing and full explanation for declining the proposal if that is in fact the case.

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

Action Clerk to contact DNPA and DCC Highways.

13.2.c **Mobile telephone signal**

The Clerk reported she had received an email from Mr Phil Ferris who was having difficulty obtaining a signal on his mobile telephone. He explained that he used to receive a signal but recently the reception seemed non-existent. He asked if the PC had any powers or influence over providers. Cllr Fife Cook stated that unfortunately the PC had no authority on this subject. The PC was aware of a new mast situated on land belonging to Lower Creason Farm and believed it would serve those customers using Vodafone. Cllr Page suggested an app which redirected calls and messages through your Wi-Fi.

Action Clerk to contact Mr Ferris and explain the situation.

09/01/2018/14 **Reports from Councillors and outside organisations**

14.1 **Emergency Warden and Snow Warden**

Cllr J Hill reported no incidences of flooding had occurred since the last meeting and although there had been some particularly icy mornings no snow had been forecast.

14.2 **Southern Parishes Link Committee representative**

Cllr G Hill reported that it will not be known until March whether the TAP fund will continue to run. It was reported that subsidised school transport will only be allowed for children up to the age of 16. West Devon Borough Council plans to borrow £25m to purchase property to create income. The properties would need to have at least a 10 year lease

14.3 **Dartmoor National Park Authority representative**

Cllr G Hill reported that DNPA had auctioned the decorated otters, which could be found in public spaces throughout Devon last summer, for over £100,000.

14.4 **Coronation Hall representative**

Cllr Ross reported that the new heaters have been installed in the lobby. The meeting room will be next area to receive new heating. The intention is to redecorate the bar area by April. The Committee continue to look into grant funding for refurbishment of the toilet facilities. The Pantomime had been very successful. The amateur dramatic society was considering adding another performance next year.

14.5 **Police report**

A report had been made to the Police regarding theft from the Cemetery.

14.6 **Webmaster**

Cllr J Hill reminded Cllr Fife Cook that he had agreed to provide a list of requirements in order to ensure the website conforms to the Transparency Code.

14.7 **Mary Tavy Victory Memorial Recreation Ground**

Cllr G Hill reported that a meeting will shortly take place with the Allotment Association to finalise the lease. He envisaged a public meeting would be held within the next four

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weeks.

09/01/2018/15 **Maintenance**

15.1 **Noticeboard**

The Clerk reported she had contacted Mr Colin Grice and asked him to assess the noticeboard and if necessary provide a quote for the work. He had agreed to this and informed the Clerk this was not the time of year for carrying out such work but would give the noticeboard a protective coat of varnish to get it through the winter months. He had also driven a number of wedges into the base to stop it from wobbling. This he stated he would do as his contribution to the community. Further discussion regarding full refurbishment would take place in the Spring.

09/01/2018/16 **Other matters for discussion**

There was nothing to discuss under this item.

09/01/2018/17 **Next meeting**

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

Inscription – Mrs Duke, Blackdown Garage site, Allotment Association grant application.

17.2 **Date of next meeting**

The date was confirmed as 13 February 2018, 7.30pm, Reading Rooms.

This meeting was recorded to assist in writing accurate minutes.

There being no further business the Meeting closed at 22.16pm.

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

Signed: Cllr J Hill
Chair of the Parish Council _____

Date _____