

Minutes of the Parish Council Meeting

Date	15 May 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
Others present	2 members of the public.

Proceedings

Parishioners' Time – One member of the public, Mr J Bagnell, addressed Cllr Page demanding an apology for a matter unrelated to the Council.

The Chairman declared the meeting open at 7.30pm.

- 001:18/19 **Apologies for absence**
None – all present
- 002:18/19 **Declarations of interest**
None
- 003:18/19 **Approval of Meeting Minutes**
- *Council Meeting 20th February 2018*
 - *Council Meeting 13th March 2018*
- Cllrs Page and Fife Cook would not approve of the minutes from both February and March, suggesting that certain amendments had not been made.
- Council Meeting 10 April 2018 (Part Two only)
- All agreed the April minutes were an accurate record.
- Cllr Page asked that the minutes collated from the un-quoted Finance meeting held on 3rd May 2018 be included at the next meeting.
- 004:18/19 **Matters Arising**
- Grant for Reading Rooms
The Grant of £1,500 for the Reading Rooms having been approved the Chairman asked if the cheque could be signed.
- All agreed the cheque could be signed.
- Emergency Plan
Cllr Fife Cook wished to inform the Council that he had not received a copy of the Emergency Plan.
The Chair reported that it had not yet been issued but would be sent out prior to the next meeting.
- New Clerk
Cllr Fife Cook enquired about progress with applications for the new clerk. The Chair reported that four applications had been received.
- 005:18/19 **Planning**
Cllr Fife Cook said the Locum Clerk had not included the Planning section on the Agenda and suggested he update the Council then and there;
- Approvals*
1. 1 Wheel Road – Erection of two single storey extensions
 2. Holditch Farm – Erection of a pole barn

Mary Tavy Parish Council

- 006:18/19 **Voice Recording Device**
The Chairman suggested that a voice recorder be purchased to aid future Clerks with minute taking.

All agreed the purchase could be made.
- 007:18/19 **Change of Address of TSB Bank Statements**
All agreed that the bank statements should be sent to the Locum Clerk for the time being.
- 008:18/19 **Internal and External Audit**
The Clerk sought permission from the Council to liaise with both the internal and external auditors in order for the Council to comply with its annual audit requirements.

All agreed that the Clerk could arrange and prepare the paperwork for submission.
- 009:18/19 **To Re-join the Devon Association of Local Councils (DALC)**
The Clerk suggested that the Council re-join DALC. Cllr Page felt there was no need to re-join and Fife Cook suggested that there had previously been no interest.

Cllr Jarvis suggested that the Clerk should be able to access help when necessary. The Chairman proposed that the Council re-join and asked the Council to vote.

Four were in favour; Cllrs Page and Fife Cook against. The Motion was carried.
- 010:18/19 **Personnel Committee**
The Clerk suggested the formation of a Personnel Committee in order for the Council to manage its future Clerk comprising of three councillors to include the Chair plus Cllrs Jarvis and Bright.
Cllrs Page and Fife Cook suggested they had been excluded.

Four were in favour of forming a Personnel Committee; Councillors Page and Fife Cook were against. The Motion was carried.

The Chairman closed the meeting to the public temporarily at 19.53pm. The meeting re-opened at 19.56pm.
- 011:18/19 **Change to Bank Signatory**
There are three bank signatories. The Chairman suggested that his father Cllr G Hill be accepted as an additional signatory.

Cllr Page asked why another was required. Cllr Jarvis suggested that the Council should be able to issue its authorised cheques without difficulty and proposed that the change be accepted. Cllr Bright seconded the proposal. Both the Chairman (Cllr J Hill) and Cllr G Hill abstained.

Cllrs Page and Fife Cook were not in favour. The Motion was Not carried.
- 012:18/19 **The General Data Protection Regulations (GDPR)**
The Clerk explained that an update to the new requirements had been issued by the National Association of Local Councils (NALC). Parish councils were not now required to appoint a Data Protection Officer. However, the Council should be aware of the requirement to keep all data safe and secure.
- 013:18/19 **Permission In Principle**
On 1 June 2018, an alternative way of obtaining Planning Permission: 'Permission in Principle' (PIP) will be introduced. PIP separates the consideration of matters of principle for a proposed development from the technical detail of the development and will be a different form of application to be determined within a quicker timescale and will have to be treated differently to planning applications.

After attending a PIP meeting at West Devon Borough Council offices, the Clerk suggested that the Council acquired an understanding of the new regime.

Cllr Fife Cook said that he had contacted Dartmoor National Park and was informed that apart from Brownfield sites there would be very little effect for the parish. The only brownfield site in the parish, listed on the Dartmoor National Park Authority Register, is the old garage and that is now being built on.

014:18/19

Finance

The Council were asked to review and approve the monthly Financial Report including payments.

Due to the difficulties experienced with online banking access the Clerk was unable to confirm whether an approved payment had been drawn on the main bank account.

Cllr Fife Cook felt he could not approve the statement until the payment had been confirmed as drawn and asked if the Clerk would inform the Council the minute it had been.

The following payments were approved;

- Reading Room Grant - £1,500.00
- Reading Room Hall Hire - £210.00
- C. Gardner – £455.00
- Tavistock Newspapers - £151.20

The Clerk's salary for April 2018 was noted and approved.

015:18/19

Communication with Parishioners

The Chairman dropped the item.

016:18/19

Grants and Donations

A lively debate centred round the provision of allotments for the community. Cllrs Page and Fife Cook were against the proposal due to the way it had been arranged. Cllr Bright suggested the provision of allotments were referred to under the LGA (Miscellaneous) 1976. Cllr Page suggested allotments were not a recreation. Cllr Fife Cook suggested the proposal went against S137 regulations and that Cllr Bright should declare an interest. Cllr Bright declared an interest in wishing to own an allotment plot.

Cllr Fife Cook suggested that the Parish Council buy and own the fence. Cllr Page suggested that the ground might be leased. The Chairman explained that the land was Parish land. Cllr Fife Cook asked the Chair to declare an interest. The Chairman declared an interest due to his being a Trustee of the Recreation Ground.

There then followed discussion as how best to proceed with the proposal. Cllrs Page and Fife Cook suggested that they would be willing to engage in a positive discussion regarding the provision of allotment gardens for parishioners.

Cllr Bright suggested he amend and re-propose the project as follows;

In order to allow the Trustees of the Recreation Ground to provide land for the provision of allotment gardens, the Council shall pay for the erection of rabbit proof fencing to surround the allotment site and offer a grant to MTCAGA to meet their expenses in providing water pipes and troughs, lime and weed killer; which were part of the subject of the application.

The Chairman stopped the meeting briefly due to a member of the public speaking.

The meeting re-opened and Cllr Bright continued, to state the total cost of the proposed fence as £3084.50 not including VAT.

The Chairman asked Cllr Bright to send detail of the amended proposal to the Council for reconsideration at the next meeting. All agreed to reconsider.

017:18/19

Reports from Councillors and Outside Organisations

Emergency Warden and Snow Warden

Mary Tavy Parish Council

Cllr J Hill reported he had spent considerable time clearing roads during the recent snowfall. He had used the new salt spreader several times and it was working very well.

Southern Parishes Link Committee representative

Cllr G Hill reported the meeting will be held on Thursday 15th March. He informed the PC he was unable to attend due to a prior commitment. He asked if somebody else could attend in his place. Cllr Bright confirmed he would attend.

Dartmoor National Park Authority representative

No meeting has been held.

Coronation Hall Representative

The Council has no representative but the Village Fair planned for the end of May, Bank Holiday was noted.

Webmaster Report

The Chairman hoped to work on the site with the new Clerk when appointed. It was noted that the Internal Auditor (2016/17) had made a number of suggestions regarding items that should be included on the site.

Mary Tavy Victory Memorial Recreation Ground

Cllr G Hill reported difficulty regarding funds taken at last year's bonfire night celebrations. The Recreation Ground Trustees have written to the Jubilee Group in order to resolve the matter.

Funding for the new climbing equipment would have to be found due to the old frame having to be removed. A new layout should be planned but wood cannot be used as it is not suitable.

018:18/19

Cemetery Report

Cllr Jarvis said two applications had been received and paperwork sent out. No replies had been received to date.

Plastic pots are still a problem. Some look like stone and one was shattered by the strimmer.

019:18/19

Date of next meeting (Annual)

The date of the Parish and Annual meetings was confirmed as 22 May 2018, 6.30pm and 8.00pm respectively Coronation Hall.

020:18/19

Other Matters

1. The Safety signs for the local Primary school had not yet arrived. The Clerk was instructed to contact Mr J Dodswell and enquire as to their arrival.
2. Cllrs Page and Fife Cook asked the Clerk to include a Planning Section within the Agenda.
3. Cllr Fife Cook asked if "Correspondence" (items received by Councillors directly from parishioners) could be included as a section.
The Clerk explained that parishioners were able to contact the Clerk or individual Councillors with items they wish to have included for discussion on the Agenda but that they should all be sent to the Clerk first for inclusion on the Agenda as separate noted items.

This meeting was recorded to assist in writing accurate minutes.

There being no further business the Meeting closed at 21.31pm.

Signed: Cllr J Hill Chairman

Date:
|