

Minutes of the meeting of Mary Tavy Parish Council held on Tuesday 10th March 2020, 7pm, in the Reading Rooms, Mary Tavy

Present: Cllr. Williams (Chairman); Cllr. Dunn; Cllr. Fife Cook; Borough Cllr. Pearce; Cllr. Prosser; Cllr. Reid; Katherine Anness (Clerk). Five members of the public.

1) Open Session for Public Participation (15 minutes):

Cllr. Williams opened the meeting by asking if any members of the public wished to speak. Four raised their hands. All members of the public who wished to speak were given the opportunity to.

Members of the public spoke on the following issues:

- Planning Application 0076/20: The applicant that submitted the proposal for outline planning permission introduced himself, explained the reasons for the proposals and offered to answer any queries that may arise during discussion of item eight on the agenda.

An adjacent property owner to the site was present and wished to lodge an objection to the proposal for outline planning permission for the following reasons:

- The site is agricultural land. The proposed development would be intrusive, detrimental, spoil the tranquillity of the area and not meet any local needs in terms of affordable housing.
- Concern that should planning permission be approved on this occasion that the applicants may submit, and be granted consent for, future applications involving further development of the site.
- Concern with regards to potential increased traffic on Brentor Road, which is narrow with no pavement, that could pose a threat to the safety of pedestrians, equestrians and cyclists.
- An archaeological survey has not been undertaken and property development on the site could pose a risk to any Bronze and Iron Age evidence which may be present.
- Concern related to flooding/drainage of surface water.
- Two Moors Festival Project: A representative from the Two Moors Festival introduced herself. Details of an upcoming project to reach individuals living in remote Dartmoor locations who feel isolated or have mental or physical health issues were provided which would attempt to facilitate group engagement of these individuals in preparations for a special daytime event, of their own making, at the next Two Moors Festival. The project has been awarded lottery funding and local project workers need to be recruited. The representative sought advice from the Parish Council as to how to raise awareness of the project and recruit project workers.

Cllr. Fife Cook suggested that contact be made with Mary Tavy Jubilee Group to arrange submission of an article in the next edition of the Jubilee News.

- Recent session of outside hedge cutting on the Land boundaries of South Warne: Concern was expressed by a resident with regards to a recent session of outside hedge cutting that has caused damage. The machinery used by the contractor has left deep ruts in the grass on the verge and damaged the daffodil arrangement that was planted by a local WI group near the Station Road T-Junction. Cllr. Williams informed the resident that the Parish Council would write to the landowner.

2) Apologies for Absence: Cllr. Butland; Cllr. Hill; Cllr. Page; Cllr. Wright. Apologies accepted.

3) Declarations of Interest: Cllr. Dunn and Cllr. Prosser item 8; Cllr. Fife Cook item 11.

4) Confirmation of Minutes: of the last meeting (circulated) held on Tuesday 11th February 2020.

It was **resolved** to accept the minutes as a true record. A vote took place. Four in favour, one abstention (due to absence from the last meeting). Cllr. Williams signed the minutes.

5) Speeding Working Group: to receive an update from the Working Group. To agree any actions and authorise any necessary expenditure.

- Two-week speed monitoring trial with a SpeedSpy Traffic Speed Logger: The complete set of results from all positions, where the speed measuring device was installed during the two-week hire, are not yet available. To defer for discussion at the next Council meeting when it is anticipated that the full set of data, in all positions, will have been received and analysed.

- Speed Watch Update: Seven individuals have submitted forms and attended appointments with local Police to authorise their application to become Speed Watch volunteers. The training session for volunteers has been scheduled for Saturday 4th April 2020. So far, only two individuals have confirmed that they will attend the training session; the other five individuals are urged to please confirm their attendance with local Police otherwise it is feared that there will be too few volunteers to set-up a Mary Tavy Speed Watch team.

6) Verges Working Group: to clarify final details of the contract prior to the appointment of a contractor for grass cutting and maintenance services within the part two section of the meeting.

Councillors briefly discussed maintenance requirements surrounding the bus stop and area of grass verge on the corner of the Station Road T-Junction where an arrangement of daffodil flowers have been planted.

7) Cemetery Working Group: to receive an update from the Working Group. To approve any recommendations, agree any actions and authorise any expenditure.

A full discussion took place. The discussion included and referred to:

- Issues with dog walkers walking through the cemetery onto neighbouring land because the new gate, that leads onto the adjacent field of a landowner, does not have a lock. The right of way should only be exercised for functional purposes of the cemetery, e.g. gravedigging.
- It is anticipated that a working party will be set-up soon to focus on maintenance of the shed and a general tidy of the cemetery. A couple of volunteers have offered to become involved in this.
- An idea to utilise the current space within the cemetery and increase the number plots available by removing the shed was put forward.
- A plea to make a final decision regarding whether to purchase additional burial land within the time span of the current Parish Council was made.

Decision

It was **resolved** to authorise the purchase of a new lock and chain for the cemetery gate. Proposed by Cllr. Williams, seconded by Cllr. Reid. All in favour by a show of hands. Cllr. Williams to action.

8) Planning: Dartmoor National Park have asked for comments from the Parish Council.

0076/20: Proposed: Erection of a bungalow (4 bedroom) and one house (4 bedroom) along with stable block, tack room, feed room, hay store and tractor parking area at Land east of Brentor Road.

A full discussion took place. Points in favour and against a grant of planning permission included:

- Previous Land Availability Assessments (LAA) have identified the site as appropriate for a development of approximately twenty houses. To support the current application for outline planning permission makes sense as it would involve less development than this possible alternative.
- Concern that should planning permission be approved on this occasion that the applicants may submit, and be granted consent for, future applications involving further development of the site.
- The grant of planning permission will benefit a family who already have roots in the local area and cater for the physical health needs of one of the applicants.
- The stable block will have a detrimental effect on the occupant of Brenmoor. It will restrict sunlight and there could be increased noises and smells associated with the proposed proximity of the stable block to the property boundaries of Brenmoor.
- It is important to support the notion of allowing people to both live comfortably within their own home and remain in the village should they so desire.
- Safety concerns with regards to increased traffic on Brentor Road, should planning permission be granted, which is narrow with no pavement.

Decision

Cllr. Fife Cook proposed the following motion:

Mary Tavy Parish Council SUPPORT the application for outline planning permission. Our support comes with a caveat that, should planning permission be granted, this be the maximum number of properties to be built on this particular site.

Seconded by Cllr. Williams.

A vote took place by a show of hands. Cllr. Dunn: abstain; Cllr. Prosser: no vote due to declaration of interest; Cllr. Reid: against. Motion passed.

After the vote, standing orders were suspended for Borough Cllr. Pearce to submit a plea to the Parish Council to support local residents in their efforts to encourage South West Water to upgrade the outdated sewer pipe that runs along Brentor Road. There has been an embargo on further development at the site in the past due to concern related to overload of the sewerage system.

Standing orders resumed.

Cllr. Fife Cook requested a recorded vote to show how each councillor present and voting gave his/her vote for or against the motion.

9) Road Signs installed near Mary Tavy and Brentor Primary School: Motion submitted by Cllr. Prosser. To reconsider payment of the invoice from Devon County Council for £400.28 to fund the 'No Footway' hazard warning signs that were installed on Bal Lane in 2019. To agree any actions and associated expenditure.

Cllr. Fife Cook requested a recorded vote to show how each councillor present and voting gave his/her vote for or against the following motion.

Decision

Cllr. Prosser proposed the motion:

To pay the full amount of £400.28

Seconded by Cllr. Williams.

A vote took place by a show of hands. Cllr. Dunn: voted in favour; Cllr. Fife Cook: voted against; Cllr. Reid: voted in favour. Motion passed.

10) Dartmoor National Park Management Plan 2020-2025: Motion submitted by Cllr. Wright. To commence discussion of the proposals detailed within the plan in preparation for the draft of an official response from the Parish Council to take place during the next Council meeting on 14th April.

Decision

It was **resolved** to defer consideration of the item until the next Council meeting. All in favour by a show of hands.

11) Permissive path from the Recreation Ground to the Mary Tavy Inn: Motion submitted by Cllr. Reid. To report on the current state of the path and the positions of the landowner and of Mary Tavy Action Group. To discuss whether the Parish Council should take a role in any improvements to the path and, if so, what form that support should take. To agree any actions and any necessary expenditure.

Cllr. Reid provided the Council with clarification on the current state of the path and the positions of the landowner and of Mary Tavy Action Group. Mary Tavy Action Group have confirmed that they hold a small amount of money within their accounts that could contribute to improvements of the path and are receptive to the idea of a new community renovation project.

Councillors decided to support Mary Tavy Action Group in principle and encourage them to develop a concrete plan for the project. Mary Tavy Parish Council will decide upon their level of involvement in the project once they have reviewed the submitted plan. Cllr. Reid agreed to be a contact, on behalf of the Parish Council, for liaising with and supporting Mary Tavy Action Group.

12) Finance:

The following payments were approved during the Council Meeting:

Clerk Salary	£492.96
Clerk Expenses (includes use of home as office)	£30.90
Councillor Expenses: reimbursement of Cllr. Reid for direct payment of postage fees associated with the two-week hire of a SpeedSpy Traffic Logger in January-February 2020	£61.08

Financial reports circulated with the agenda including the bank reconciliation and spend against the budget. Council **resolved** to accept the accounts. Proposed by Cllr. Fife Cook, seconded by Cllr. Prosser. All in favour by a show of hands.

13) Annual Parish Meeting: to discuss and agree any arrangements for the Annual Parish Meeting.

The discussion included and referred to:

- An update provided by the Clerk regarding whom had been invited, whom had confirmed attendance, whom had tendered apologies and whom had not yet replied to the invitation.
- The agenda for the meeting.
- Two short presentations provided by representatives from both Devon Highways and West Devon Borough Council remains the ideal; the intended aim being to help dispel any confusion surrounding highway issues, drainage responsibilities and the new enhanced kerbside recycling service. The local Ranger from Dartmoor National Park Authority and Seonaid Greenwood (PCSO) to present in the absence of one (or both) of the above.
- Refreshment arrangements.

Actions

- Clerk to inform Cllr. Prosser of any further attendance confirmations from representatives willing to provide a short presentation at the Annual Parish Meeting by the end of the week.
- Cllr. Prosser to finalise the leaflet by the end of the week.
- Cllr. Williams to print leaflets and organise for the distribution of leaflets to households within the parish by the end of March.
- Clerk to submit an article for publication in the next edition of the Jubilee News to inform residents of the date and agenda for the Annual Parish Meeting.

Please Note: The Clerk has been informed, during the period of time between the meeting held on 10th March and the production of the minutes, that the Annual Parish Meeting scheduled for 16th April has been cancelled due to the COVID-19 pandemic.

14) VE Day 2020: to discuss and agree any arrangements. To authorise any associated expenditure.

Mary Tavy Victory Memorial Recreation Ground Trust have submitted a request for a grant of £50 to purchase one hundred official commemorative VE Day 75 pin badges to give to parishioners over the age of 75 as a souvenir.

Decision

It was **resolved** to award a grant of £50 to Mary Tavy Victory Memorial Recreation Ground Trust to purchase one hundred official commemorative VE Day 75 pin badges.

Proposed by Cllr. Williams, seconded by Cllr. Reid. All in favour by a show of hands.

15) Defibrillator: to appoint a member of the Parish Council to conduct a monthly visual check and either submit a monthly report to South West Ambulance Service NHS Foundation Trust or update the Clerk for the purpose of report submission.

Decision

It was **resolved** that Cllr. Williams conduct a monthly visual check of the defibrillator and update the Clerk who will submit the monthly report to South West Ambulance Service NHS Foundation Trust. All in favour by a show of hands.

16) Accessibility Statement for the Website: to approve the latest version of the accessibility statement and authorise its upload to the website.

Decision

It was **resolved** to approve the latest version of the accessibility statement and its upload to the website was authorised.

Proposed by Cllr. Williams, seconded by Cllr. Dunn. All in favour by a show of hands.

17) Internal Auditor: to review quotes received and appoint an internal auditor.

Decision

It was **resolved** to appoint Jane Gillard to conduct an internal audit on behalf of the Parish Council for the 2019-2020 financial year for the sum of £125.

Proposed by Cllr. Prosser, seconded by Cllr. Reid. All in favour by a show of hands.

Cllr. Williams signed the contract Jane Gillard had drawn prior to the meeting.

18) Change of Primary Cemetery Contact: to approve the change of primary cemetery contact and gradual take-over of burial clerk duties from Cllr. Prosser to the Clerk. To discuss and agree upon a method of payment for time spent on cemetery administration by the Clerk

Decision

APPROVED

It was **resolved** that the Clerk produce a timesheet of time spent on cemetery administration and record as a separate line on the monthly invoice.

Proposed by Cllr. Reid, seconded by Cllr. Fife Cook. All in favour by a show of hands.

19) Parish Council's Printer: to receive an update from the Clerk on the condition of the printer. To agree any actions and authorise any expenditure.

Decision

It was **resolved** to authorise for the Clerk to purchase a new printer for the Parish Council and provide reimbursement up to the value of £80.

Proposed by Cllr. Fife Cook, seconded by Cllr. Dunn. All in favour by a show of hands.

20) Notice of period of Annual Leave (Clerk): to approve a period of annual leave from Monday 30th March to Monday 6th April 2020. To note the Clerk's subsequent absence from email and telephone communication for the duration of that period.

APPROVED

Please Note: Due to freedom of movement restrictions in relation to the COVID-19 pandemic, the Clerk has cancelled this week of annual leave and will be working normal hours from home.

21) Councillor Reports and External Meetings attended (for information only):

- i) Emergency Warden and Snow Warden:** No report.
- ii) Southern Parishes Link Committee Representative:** No report.
- iii) DNPA Representative:** No report.
- iv) Mary Tavy Victory Memorial Recreation Ground Trust Representative:** A projector has been ordered and is due to be installed in mid-March subject to availability of the components. A film club is in the process of being set up with the aim of procuring and showing films; volunteers are required for various roles including projection, administration and front of house.

Please Note: The Clerk has been advised that, due to the COVID-19 pandemic, Mary Tavy Coronation Hall and Recreation Ground have cancelled all scheduled events and suspended gatherings for the foreseeable future.

- v) Cemetery Report:** No report.

22) Items for Future Agenda: No suggestions.

23) Items for Information: The date of the next Council meeting: Tuesday 14th April 2020.

Please Note: Due to the COVID-19 pandemic, this scheduled Council meeting may not go ahead. Please check our website, www.marytavyparishcouncil.co.uk, for up-to-date information or contact the Clerk.

PART ONE SECTION OF THE MEETING CLOSED AT 8.47pm

Signed.....

Date