

To all members of Mary Tavy Parish Council,

You are hereby summoned to attend a meeting of Mary Tavy Parish Council to be held in the **Reading Rooms on Tuesday 9th August 2022, commencing at 7pm**, for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.

Members of the public and press are invited to attend the meeting.

Katherine Anness

Katherine Anness, Clerk/Proper Officer to Mary Tavy Parish Council

32 Oak Road, Tavistock, PL19 9EZ

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AGENDA

1. Welcome and Formal Opening of the Meeting by the Chairman

2. Open Session for Public Participation (15 minutes)

3. Apologies for Absence

4. Declarations of Interest

5. Confirmation of Minutes of the last council meeting held on Tuesday 12th July 2022.

Matters arising since the last council meeting (items 6-14)

6. Defibrillator for installation on an outside wall of the Mary Tavy Inn. To discuss arrangements for the installation of the external cabinet and connection to a power source, agree any actions and authorise any necessary expenditure.

7. Parish Cemetery: to receive an update and agree any actions.

8. Virtual Footpath on the A386: to consider the quotes received for a repaint of the solid white line that depicts the virtual footpath. To agree any actions.

9. Mary Tavy Highway and Parking Issues: to discuss any local highway or parking issues and agree any actions.

10. Parish Map: to discuss the OS map currently held in the Reading Rooms, agree any actions and authorise any expenditure.

11. West Devon Broadband Champion Scheme: to receive an update from Cllr. Reid and agree any actions.

12. William Crossing's Grave in the closed churchyard of St. Mary's Church. To discuss and agree any actions.

13. Grant Application received from Mary Tavy Community Footpath Action Group: to agree any actions and authorise any expenditure.

14. Risk Register: to approve recent amendments made to risk reference 29.

15. Finance

i) To approve the following payments:

Clerk Salary	£658.94
Clerk Expenses (use of home as office + printer paper + batteries for Dictaphone)	£22.00
Book: - Essential Law for Cemetery and Crematorium Managers: An ICCM Publication	£33.80
Tindle Newspapers Devon Limited: invoice for advert placed in Public Notices section of the Tavistock Times Gazette published on 28 th July 2022 (inclusive of VAT)	£134.40
Mr. C Ball: monthly grass cutting service around Mary Tavy and Horndon	£285.00
London Hearts: invoice for one Beneheart Mindray C1A defibrillator and external heated unlocked cabinet (inclusive of VAT)	£1,453.20

ii) To note a direct debit payment processed since the last council meeting:

Information Commissioner's Office (ICO): annual data protection fee	£35.00
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iii) To note income received since the last council meeting:

19 th July: - E. Pascoe & Son: fee received for an additional inscription to a headstone	£49.00
28 th July: - Fee received for a double grave plot purchase (non-parishioner rate) (Mr and Mrs. W)	£480.00
29 th July: - West Devon Borough Council: grant income received from Borough Cllr. Pearce's Locality Fund towards defibrillator purchase	£300.00

16. Correspondence: an opportunity to discuss any correspondence received, both from members of the public and official bodies, by the council this month.

- Parishioner email received re: overgrown vegetation and the virtual footpath on the A386.
- Email received from Dartmoor National Park Authority re: major upgrade to the planning application data handling system.
- Letter received from Devon County Council re: application received to correct a mistake on the commons register for part of Blackdown Common (CL222).
- Email received from West Devon Borough Council re: My Place, My Views.

17. Social Media and Electronic Communication Policy: to review, amend if necessary, and readopt the social media and electronic communication policy.

Available at: <https://marytavyparishcouncil.co.uk/parish-documents/policies/>

18. Councillor Reports:

- Emergency Warden
- Southern Parishes link Committee Representatives
- DNPA Representatives
- Mary Tavy Community Field & Hall Representatives
- Office of Police & Crime Commissioner Representative

19. Items for Future Agenda: to receive suggestions for future agenda items

20. Items for Information: - the date of the next council meeting: Tuesday 13th September 2022.

PART TWO

21. The Council is recommended to pass the following resolution: -

'To **resolve** that, under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for the remaining item of business as it involves the likely disclosure of confidential information.'

Reason: information about a staff member is confidential.

Clerk to leave the meeting at this point.

To decide upon a councillor to write the minutes for the following item of business in the absence of the clerk.

22. Clerk's Annual Appraisal: to consider the recommendations presented by the HR committee.