

MEETING OF MARY TAVY PARISH COUNCIL
HELD AT THE READING ROOM, MARY TAVY
ON 13TH FEBRUARY 2024 AT 7:00PM

Present:

Cllr J Dunn	Cllr P Reid
Cllr M Allen	Cllr M Griffiths
Cllr J Honey	Cllr J Macaskie

In attendance:

Ms Katherine Anness (Parish Clerk standing down)
Ms Amy Christie (Recently appointed Parish Clerk)
Two members of the public.

The meeting was chaired by the Chair, Cllr Dunn.

FC.24/27 (01) Welcome and Formal Opening of the Meeting by the Chair:

Cllr J Dunn opened the meeting at 7pm and informed attendees that the meeting was being recorded for the purpose of the minutes.

FC.24/28 (02) Open Session for Public Participation:

A member of the public spoke in relation to the meeting minutes of the parish council and requested clarification of 'no report'.

The chair addressed the member of the public request for clarification and stated that no reports have been received and in future would clarify this.

A member of the public spoke in relation to the employment service of the Parish Clerk standing down from the position and thanked the clerk for her work and time at the council.

FC.24/29 (03) Declarations of Interest:

None.

FC.24/30 (04) Apologies for Absence:

Cllr M Jonas
Cllr R Staniland
Cllr D Herbert
Devon County Cllr Sanders

FC.24.31 (05) Confirmation of Minutes

The minutes of the last full council meeting held on Tuesday 9th January 2023 (copy previously circulated) were confirmed as a correct record. Proposed by Cllr Griffiths, Seconded by Cllr Honey. All in favour. Cllr. Dunn signed the Minutes.

FC.24/32 (06) Confirmation of Minutes of the HR committee

The minutes of the of the HR committee meeting held on Monday 29th January 2024 were confirmed as a correct record. Proposed by Cllr. Honey, Seconded by Cllr. Reid. All in favour

FC.24/33 (07) Ratification of a Decision made between Council Meetings

Members discussed the ratification of a decision made between council meetings to adopt the HR committee terms of reference recently amended by the clerk, councillors were consulted by email.

Resolved: Members approved and adopted the HR committee terms of reference recently amended by the clerk. Proposed by Cllr Reid, Seconded by Cllr. Honey. All in favour.

FC.24/34 (08) Cemetery Land Working Group

Members received and noted an update from Cllr Allen Chair of the Cemetery Land Working Group including progress on DNPA on site meeting and obtaining planning pre-application advice, contact with the Environment Agency of ascertaining their costs for pre-application advice, impact on water is a major issue in cemeteries, a geotechnical survey will be required to establish the suitability of the land/ground, estimates from three companies have been received for consideration if site meetings and the project can progress.

FC.24/35 (09) Special Motion Received in Advance

The clerk has received written notice by three councillors (Cllr Dunn, Cllr Honey, Cllr Reid), in accordance with standing order 7(a), to rescind the decision made on 12th December 2023 to ask Devon Highways to move grit bin 3603, located near Midlands Farm, to the centre of Horndon. On the basis that the parish council didn't realise at the time the decision was made that a number of properties are clustered around Midlands Farm and it could be the case that grit bin 3603 is relied upon by the residents within those properties.

Resolved: Following discussion, members resolved to rescind the decision made on 12th December 2023 to request Devon Highways to move grit bin 3603, located near Midlands Farm, to the centre of Horndon.

Matters arising since the last council meeting (items 10-18):

FC.24/36 (10) Grit Bin for Horndon

Members considered and discussed a grit bin for Horndon including consulting the community and the Snow Warden on the requirement for a grit bin, the cost, the siting of a grit bin and permission from Highways.

Resolved: Following discussion, members agreed to consult the community and Snow Warden on the need for a grit bin, obtain costings, and contact Highways about the siting of a grit bin and permission required from Highways.

FC.24/37 (11) Thermal Heat Loss Camera

Members received and noted an update from Cllr. Dunn and Cllr. Macaskie about the thermal health loss camera, the camera is on loan and will be returned on Tuesday 20th February 2024. Four members of the parish have used the camera and found it helpful, Cllr Macaskie has encouraged parishioners to use the camera before it is returned.

FC.24/38 (12) Highways issues

Members received and noted highways issues including a meeting with the MP Sir Geoffrey Cox and referral to DCC, no update has been received. Members noted that a cyclist warning sign has been knocked off and manhole cover outside the public house has been fixed, members also noted parking issues around the school. Cllr Honey and Cllr Reid have reported two potholes in the parish and encourage parishioners to report, and Cllr Dunn's confirmation that the Parliamentary Petition raised by Sir Geoffrey Cox, MP, regarding funding by government for road improvements in Devon, had been sent to Sir Geoffrey at the House of Commons.

Members discussed a 40mph speed limit and when the scheme will be put in place in the next financial year 2024-2025 and who will finance the scheme, the parish council may be requested to contribute to the scheme. The VAS signs need to be replaced, Chris Parks confirmed it would be replaced in this financial year before 31st March 2024.

The Clerk has been in contact with DCC about the virtual footway and has not received a reply, DCC will only liaise with the Clerk.

Resolved: The Chair will compile an email for the Parish Clerk to send. (The Chair is able to contact the Highways Officer direct).

Cllr Dunn will email Cllr R Oxborough (WDBC) to check if he has obtained a response from MP Sir Geoffrey Cox about the petition in parliament to allocate more funding for Devon Highways proportionate to the size of the county and matters to be raised on our behalf.

The parish council will thank the Highways Officer Brad Elliot to recognise positive actions in the parish.

Parking around the school to be deferred and contact made with Highways Officer Brad Elliot.

FC.24/38 (13) Local Walking Routes within Mary Tavy Parish Project

Members received and noted an update from Cllr Honey provided an update on local walking routes within Mary Tavy Parish for the project and the status is ongoing.

FC.24/39 (14) Defibrillator for the Horndon area

Members received and noted an update from the Parish Clerk on match funding received for the defibrillator for Horndon and from WDBC Cllr. Oxborough's- Locality Budget. The defibrillator is due to be installed Tuesday 14th February 2024.

Resolved: The Parish Clerk will ensure the defibrillator is added to 'The Circuit' national defibrillator database. Cllr Reid will take photographs of the defibrillator to be taken for council communication channels. Cllr Reid will source signs to signal to the defibrillator.

FC.24/40 (15) Parish Cemetery Noticeboard

Members received an update from Cllr Reid to say that with the assistance of Colin Grice the Cemetery notice board has been stabilised with a metal stake and prevented from falling over.

Resolved: Members received and noted the update and gave thanks to Colin Grice.

FC.24/41 (16) West Devon Borough Council's (WDBC) Four Year Corporate Vision and Strategy

Members received an update from Cllr. Dunn in relation to the rescheduled WDBC virtual meeting held on 17th January 2024, the consultation took place before Christmas, addresses housing, social housing rather than affordable housing, people and community, built environment, section 106 from housing to spread across wider areas to be received by parishes, train links, broadband, increasing council tax on second homes in line with South Hams and issue with the Southern Link.

Resolved: Members received and noted the update from Cllr Dunn on West Devon Borough Council's (WDBC) Four Year Corporate Vision and Strategy.

FC.24/42 (17) D-Day 80th Anniversary Celebrations

Members received an update from Cllr. Dunn and agree any further actions if required in relation to the beacon lighting event due to be held in Mary Tavy on 6th June 2024 undertaken by the Coronation Hall.

Resolved: Members received and noted the update on the D-Day 80th Anniversary Celebrations.

FC.24/43 (18) DNPA Planning

Members received an update from Cllr. Reid, some parishioners have concerns about DNPA planning, Cllr Reid has organised a meeting with Nick Savin, DNPA, Nick Savin is the planning officer responsible for enforcement and development.

Resolved: Members received and noted the update about parishioners of Mary Tavy and DNPA.

FC.24/44 (19) Finance

Members discussed the following payments:

- i) Clerk's Salary £475.95 Clerk Expenses (use of home as office + replacement printer cartridges + envelopes + printer paper + ring binder folders x3) £45.85 Mr. J Jeffery (parish lengthsman): winter schedule of ditch, drain, gully, pipe, culvert and drainage feature clearance around Mary Tavy and Horndon £1,578.00

Members noted the following:

- ii) a direct debit payment processed 23rd January 2024 Campaign to Protect Rural England (CPRE) annual membership fee £36.00
- iii) income received since the last council meeting:
 - a) 19th January 2024 grant received from West Devon Borough Council re: Borough Cllr. Oxborough's localities budget contribution toward new defibrillator purchase. £100.00
 - b) 2nd February 2024 grant received from Devon County Council in relation to the parish lengthsman's winter schedule, see 19(i) above. £287.50
 - 5th February: Morris Brothers Ltd: reopening + interment fee, plot H12. £248.00.

Resolved: Members received and noted

- i) payments
- ii) direct debit payment
- iii) income received since the last council meeting:

Councillor motion received in advance (item 20):

FC.24/45 (20) Community Fridge for Mary Tavy

Members received a motion received from Cllr. Honey and discussed the notion of a community fridge for Mary Tavy and similar schemes in other communities.

Resolved: Cllr Honey to find out more information and report to council.

FC.24/46 (21) Annual Parish Meeting

Members discussed the Annual Parish Meeting venue, date and time and to form a working group to arrange the format of the meeting.

Resolved: Following discussion members agreed to hold the meeting at the Coronation Hall, Mary Tavy, to agree a date in advance, and to discuss the format of the annual parish meeting. A working group of Cllr. Allen, Cllr. Reid and Cllr. Honey was formed to progress this.

FC.24/47 (22) Plaque for the Bus Shelter on the A386 in Mary Tavy

Members considered a request submitted by a member of the public to install a memorial plaque within the bus shelter.

Resolved: Following discussion members agreed to grant permission of the plaque in the bus shelter following receipt of the size and dimensions from the member of the public.

FC.24/48 (23) Internal Auditor

Members considered quotations and discussed appointing an internal auditor to audit the accounts for the 2023-2024 financial year.

Resolved: Following discussions members agreed to appoint Rachel Avery to audit the accounts for the financial year 2023-2024.

FC.24/49 (24) Official Portrait of King Charles III

Members discussed a copy of the portrait is being offered free-of-charge to public authorities across the United Kingdom as part of a scheme to celebrate the new reign, offered to Town and Parish Councils from February.

Resolved: Following discussion members resolved to obtain a copy of the Official Portrait of King Charles III and confirm with the Coronation Hall.

FC.24/50 (25) Correspondence

Members discussed correspondence received, both from members of the public and official bodies, by the council this month including cemetery applications, Tavistock

Neighbourhood Development Plan Consultation 12th February to 25th March,
information about the Devolution Deal consultation 12th February to 24th March.

FC.24/51 (26) Inspection Reports

Members received reports from the clerk and the Chair in relation to recent inspections of the parish cemetery and the parish council's fixed assets, Cllr Honey provided an update about the bus shelter and war memorial, Cllr Reid provided an update on the noticeboard by the Post Office, Dog bins in Horndon, Cemetery gate requiring repair and boundary hedge.

Resolved: Members noted the reports about the parish cemetery and the Parish Council's fixed assets.

FC. 24/52 (27) Parish Cemetery Headstone Inspection 2023

Members received and noted a report from the clerk in relation to headstones that have been refixed since the inspection conducted in Summer 2023.

FC.24/53 (28) Councillor Reports

- i) Emergency Warden – No report received.
- ii) Southern Parishes Link Committee Representative – No report as no Committee meeting held.
- iii) DNPA Representatives – Cllr Reid provided a verbal update.
- iv) Mary Tavy & Horndon Broadband Champion – provided an update on Horndon and has provided information to Cllr Robert Oxborough and MP Sir Geoffrey Cox.
- v) Mary Tavy Community Field & Hall Representatives = Cllr provided a verbal update about progressing grant applications and surveys on hall. The fair event will be in June 2024.
- vi) Office of Police & Crime Commissioner Representative – No report as no communications received or meetings held.

FC.24/54 (29) Items for Future Agenda

Update of new Clerk's details on Parish Council website.
Clerk to look into gov.uk domain.

FC.24/55 (30) Items for Information

Members noted the date of the next council meeting of Tuesday 12th March 2024.

MEETING CLOSED at 8.47pm

Signed Date