



MARY TAVY PARISH COUNCIL

Under 'The Openness of Local Government Bodies Regulations 2014' this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media, the council or members of the public.

3rd April 2024

To: all members of Mary Tavy Parish Council

Cllr Dunn, Cllr Reid, Cllr Honey, Cllr Macaskie, Cllr Jonas, Cllr Allen, Cllr Griffiths, Cllr Herbert and Cllr Staniland.

Dear Councillors,

You are hereby summoned to attend a **Full Council** meeting of Mary Tavy Parish Council to be held in the **Reading Room on Tuesday 9th April 2024 at 7pm**, for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.

** The Parish Council invites members of the public to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise.*

AGENDA

FC.24/75 (1) Welcome and Formal Opening

The chair of the meeting to welcome and formally open the meeting.

FC.24/76 (2) Apologies for absence

To **receive** and **consider** for acceptance, apologies for inability to attend.

FC.24/77 (3) Declarations of Interest and Requests for Dispensations

To **declare** any disclosable pecuniary interests or any other interest which members may have in the following agenda items and **consider** any dispensation requests.

****Public Participation:**

We welcome the public to attend meetings and invite comments or questions regarding any of the agenda items. The Committee, at the Chairman's discretion, sets aside a short period of time for this at the commencement of the meeting.

FC.24/78 (4) Questions and Statements by the Public

The Council will invite Members of the Public to give their views and question the Council on issues on this agenda, or raise issues for future consideration (*maximum 15 minutes total*).

FC.24/79 (5) Business Raised by the Public

To **resolve** to refer any business raised by the public in public discussion and any other matters or items of information from Councillors, to the appropriate Committee or to resolve to agree on any other action.

FC.24/80 (6) Minutes:

- i) To **agree** as a correct record and **approve** the minutes of the meeting of 12th March 2024 (**copy enclosed*).
- ii) To **receive** any update(s) on actions/items from the previous meeting.
 - a) Annual Parish Meeting
 - b) Grit bin Horndon
 - c) Official Portrait of King Charles III
 - d) Community Fridge Mary Tavy
 - e) Plaque application in bus shelter
 - f) Cemetery Land Working Group
 - g) Grounds Maintenance Inspections
 - h) Council IT equipment

Matters arising since the last council meeting

FC.24/81 (7) Highways

To **receive** and **consider** any updates in relation to Highways

FC.24/82 (8) Gov.uk domain for the parish council website

- i) To **consider** a report about the considerations of acquiring a gov.uk domain for the parish council website.
- ii) To **consider** purchasing the gov.uk domain and contracting of an IT consultant to set the domain up.
- iii) To **consider** website hosting, support package and email account hosting.

FC.24/83 (9) Income Generation

To **consider** a report about further income generation as appropriate and to **agree** any actions.

New items of business

FC.24/84 (10) Councillor Reports

- i) Emergency Warden
- ii) Southern Parishes Link Committee Representative
- iii) DNPA Representatives – no report provided, no update.
- iv) Mary Tavy & Horndon Broadband Champion
- v) Mary Tavy Community Field & Hall Representatives – no report provided, no update.
- vi) Office of Police & Crime Commissioner Representative

FC.24/85 (11) Council IT equipment & software

- i) To **receive** an update from the Parish Clerk about the performance of the IT equipment & software and to **consider** upgrades or replacements as required.

FC.24/86 (12) HR Committee Meeting Minutes of 28th March 2024

- i) To **agree** as a correct record and **approve** the minutes of the meeting of 28th March 2024.
- ii) To **receive** any update(s) on actions/items from the meeting.
- iii) To **discuss** updates and **consider** approving any recommendations.

FC.24/87 (13) Accounts & Financial Statement

- i) To **approve** the following payments:

Grass Cutting & Maintenance Contractor Mr C Ball	£323.00
Reading Room Hire 1 st Quarter Jan-March 2024 INV.015	£40.00
West Devon Borough Council Dog Bins Inv.8000367282	£381.89
DALC 2024-2025 Annual Membership	£354.45
SLCC 2024-2025 Annual Membership	£158.00
Tax due to HMRC (due date 22.04.24)	£224.56
Reimbursement Parish Noticeboard materials	
Metal Sheets	£30.13
PK10 MAGNTS ASS VK 10MM	£7.73
Clerk Salary April	£623.50
(n.b. no tax or pension was applied by payroll to this month's payslip).	
Clerk Expenses April	
use of home as office	£20
Reimbursement for stapler & staples	£3.00

ii) **Receive** and **approve** payment and receipt transactions between 1st March 2024 and 31st March 2024

Treasurer's Account

Date	Details	Payments	Receipts
15/03/24	Amy Christie Reimbursement	£1.50	
15/03/24	Amy Christie Salary February	£509.50	
15/03/24	Amy Christie Salary March	£579.67	
15/03/24	Amy Christie Home Office February	£20.00	
15/03/24	Amy Christie Home Office March	£20.00	
15/03/24	Chris Ball Grass cutting & maintenance	£178.00	
31/03/24	Service Charge	£18.00	

Reserves

Date	Details	Payments	Receipts
31/03/24	Interest		£137.35

FC.24/88 (14) Matters brought forward by Councillors: (for information only).

i) To receive any items for future agendas.

The date of the next council meeting is the Annual Parish Meeting: Thursday 11th April 2024.

The date of the next Full Council meeting is 14th May 2024.

SIGNED *A Christie*

DATE: 3rd April 2024

A CHRISTIE – PARISH CLERK

**Copies of correspondence circulated to Councillors with this agenda, which will be considered at the meeting.*