

**Draft Minutes subject to confirmation**

**Mary Tavy Parish Council**  
**MINUTES OF THE PARISH COUNCIL MEETING**

Held in the Reading Rooms

Tuesday 9<sup>th</sup> March 2010

**Present:** Cllr T. Pearce (Chairman) (WDBC), Cllr M. Anning, Cllr C Downham, Cllr R. Elton, Cllr G. Hill, Cllr A. Prosser, Cllr M. Robins, Cllr M. Roe, Cllr S. Street (9). Ms N. Gardiner (Clerk)

**Others present:** 10 members of the public.

**39-2010 Parishioners Time:**

**Mr White** asked to see a copy of the letter of resignation of the previous Clerk, Mrs Cullen. The Chairman stated this was not possible – he advised that as the matter was discussed under confidential business at the meeting on 23<sup>rd</sup> February, the resignation note was confidential to Parish Councillors.

**Mr Bales**, of Laburnam Villas, spoke about the area next to the Royal Standard Inn, which had historically served as parking for 3 vehicles & had been surfaced in tarmac by the Highways Authority over a number of years. However it was no longer being maintained in this way & the hedge has been pushed out into the road. **Mr Baldrey**, of Warren Lodge, agreed that this was now a road safety issue & an accident could result. The Chairman said that Highways are taking action & will be discussing the matter at the County Committee meeting at the end of April.

**Mr Baldrey** also asked about the issue of traffic speeding through the village - he asked if the Police could inform villagers how many prosecutions they have made in regard to speeding. The Chairman will investigate.

**Mr Jarvis** spoke on 2 issues:

i) he had written to the Council on 4 December 2009 regarding his concerns about the way Cllr Hill had been treated – as yet he has received no reply, nor is his letter listed under ‘Correspondence’ in previous minutes. The Chairman said this could be explained by the recent changes of Clerk; he will look into the matter with the new Clerk.

ii) The Borough Solicitor had told him she has been in touch with the Acting Clerk regarding the Standards Committee’s decision on the complaint against the Chairman (Cllr Pearce) by himself. He questioned why the matter was not on the agenda for this meeting. Cllr Prosser stated that the letter had been received after the agenda was set. **Mr Jarvis** also stated that neither the agenda nor the minutes for last month’s meeting had appeared on the website. Cllr Prosser apologised & the Chairman said that these omissions were understandable in the light of recent events surrounding clerking.

**Mr Beeley** & another resident spoke about the planning application to convert farm buildings to an abattoir at Burntown Farm. They wished to know details of the concerns over the process, e.g. that nearest neighbours had not been informed. The Chairman stated that the application had been received by the Council only yesterday & he had been informed by the Planning Officer concerned that there is extra paperwork to be received. It will be necessary to hold a separate meeting on this matter, to which Mr Beeley & the other resident will be invited; this will follow the site meeting. They will be contacted with the dates of these meetings. They were asked to leave their names & contact details with Cllr Street after the meeting.

**The Chairman declared the meeting open at 7.30 pm.**

**40-2010 Apologies for absence:** None

**41-2010 Declarations of Interest:** None. Members were reminded that they should declare any personal or prejudicial interest in any item to be considered.

**42-2010 Minutes of the previous meetings:**

**Tuesday 9<sup>th</sup> February**

Two handwritten amendments were made to the minutes:

- “The Chairman opened the meeting at 7.35 pm” to be added.
- Cllr Roe’s name to be added as an attendee.

The minutes were then approved – proposed Cllr Street; seconded Cllr Anning - & duly signed by the Chairman as a true & accurate record.

**A further member of the public joined the meeting at 7.32 pm.**

**43-2010 Tuesday 23<sup>rd</sup> February 2010 (Part 2 meeting)**

The minutes were approved without amendment - proposed Cllr Robins; seconded Cllr Street; signed by the Chairman as a true & accurate record.

**44-2010 Matters Arising**

**44.1 Standing Orders amendments to be ratified**

The Chairman reminded Councillors of the previously suggested amendments:

- ‘fully audited’ to read ‘audited’, as the term ‘fully audited’ has a specific meaning for financial purposes
- Devon Association of Parish Councils has advised Standing Orders include a statement that agendas and minutes will be sent by e-mail, because the legality of doing so has been questioned by some authorities.
- The paragraph noted in minute 24-2-2010 of the meeting on 9<sup>th</sup> February regarding grants to be added

The above changes to the draft Standing Orders were agreed - proposed Cllr Roe; seconded Cllr Downham; carried unanimously.

**Action:** final version of the Standing Orders to be prepared by the Chairman.

**Cllr Robins left the meeting at 7.40 pm.**

**44.2 Emergency Plan**

Cllr Roe stated that he would instruct the new Clerk after the meeting about the copies that were required for Councillors, Wardens & external bodies.

**Action:** Cllr Roe & the Clerk

**45-2010 Police - Community Beat Manager**

**45.1 To receive report from PC Reed**

Cllr Prosser announced that both PC Reed & PC Chapel were on leave, so there was no report. Neither had she received any relevant correspondence.

#### **46-2010 Correspondence:**

The Chairman & Cllr Prosser had received the following items:

- Notification from Tavistock Area Support Services, following up an earlier e-mail, updating the Council on the work of TASS.
- Letter dated 22<sup>nd</sup> February 2010 from Catherine Bowen, Monitoring Officer at West Devon Borough Council, with reference to the complaint against the Chairman (Cllr Pearce) by Mr Jarvis about the way in which planning applications are dealt with. Cllr Pearce was found to have no case to answer by the Standards Committee. The Investigating Officer has recommended that formal resolutions on actions to be taken are made & recorded in the minutes & that the Clerk should write to the Dartmoor National Park Authority with comments on applications, rather than the Chairman. Historically most comments on applications have been sent to the DNPA by the Chairman, Vice-Chair or Clerk after site meetings – the reasons were partly because of the extra expense of the Clerk being present at all planning site meetings & partly due to the often tight deadlines for sending comments. There followed a brief discussion between Cllr Hill & the Chairman about the outcome of the former's complaint to the Standards Committee.
- Leaflet from Dartmoor Forest Parish Council about events due to take place Princetown.
- Letter from a Peter Tavy resident regarding the handrail on the bridge at Harford Bridge. The Chairman had received a telephone call from the Planning Officer concerned today. The DNP is taking action against Devon County Council because the rail installed was not a small one as the planning permission had allowed. Many complaint letters from parishioners had been sent to the Planning Department at the DNPA.
- E-mail from West Devon Borough Council regarding the closed churchyard & suggesting the planting of 3 field maple trees to replace the trees that had been removed. The Chairman stated that it was still hoped to obtain funding for the complete restoration of the churchyard. There was a tight timescale for the tree planting as it must be done by the end of March. It was agreed that the Vicar should be asked to make this decision – proposed Cllr Roe; seconded Cllr Hill; carried unanimously.
- Document from Dartmoor National Park regarding the duty of regard to countryside. Copies have been sent to all Parish & Town Councils. This will be circulated amongst Councillors for all to read.
- News Release from DNPA about an exhibition by Dual Aspect Photography to be held at the High Moorland Visitor Centre in Princetown from 6<sup>th</sup> March until 14<sup>th</sup> April.
- Agenda for Standards Committee of WDBC on 15 March 2010.
- Letter from West Devon Borough Council regarding the Local Government Review in Devon.
- Public Transport Survey from West Devon Borough Council's Local Strategic Partnership. A copy was handed to Cllr Downham; other Councillors to request a copy if they wish.

## **47-2010 Financial Report**

### **47.1 Receive report from Responsible Financial Officer.**

The Chairman stated that it had not been possible to prepare a Financial Report, as statements & confirmation of the transfer of records into the name of the new Clerk were awaited from the bank. The March Report will be produced when these have been received, together with the usual Report for April. **Action: Clerk**

### **47.2 To authorise payments for March.**

The Chairman listed the following payments:

- Chairman's expenses of £62.18
- Chairman's annual allowance of £100.00
- Hepworths Workshop payment of £162.61 for Council website. Cllr Prosser had been informed that this is an 18% increase in the hosting cost & due to the company being under new ownership. It probably represents many years without any price rises, as well as the current economic climate.
- Ottery Press payment of £135.00. Cllr Prosser stated that the breakdown is £100 for the Community News & £35 for the insert.

Councillors agreed that cheques be issued for the above amounts; proposed Cllr Elton; seconded Cllr Prosser; carried unanimously.

Cllr Hill asked what was covered by the Chairman's expenses. The Chairman stated these were for: the DNP Building Control meeting on 5<sup>th</sup> February & the Annual Parish Council Planning Conference on 10<sup>th</sup> February.

Following recent uncertainty, Cllr Prosser sought confirmation about future payments to Ottery Press. She wishes to obtain a cheque from the Clerk made out to Ottery Press; then the correct amount will be inserted & the cheque signed by the signatories. She can take it to Ottery Press when the News is picked up & then return a receipted invoice to the Clerk. The Chairman had taken advice & established that this is legal. Payment on collection is part of the terms & conditions of Ottery Press' business, although they have always given us a little leeway..

The above procedure was approved for the future - proposed Cllr Elton; seconded Cllr Roe; carried unanimously.

## **48-2010 Cemetery:**

### **48.1 To receive cemetery report.**

Cllr Hill stated that 3 yrs ago the Council had been told the fence would be repaired 'fairly soon'; he asked if there were any developments. The Chairman stated that there has been a delay, but one quote had been received. However, all works at the cemetery will be done at the same time of the restoration of the churchyard - this will be more economic. Cllr Hill asked if the Council will receive in writing the plans for the cemetery. The Chairman stated that a report will be obtained from the DNP when this is agreed with English Heritage; it is hoped that Conservation Area related funding in excess of £20,000 will be received for this project. The matter will then be brought to the Council.

## **49-2010 Receive reports from members elected to outside bodies:**

### **49.1 DNPA**

There was nothing to report.

## **49.2 Police Authority**

Cllr Elton reported from the meeting on 4<sup>th</sup> March, attended by Cllr Prosser & herself:

- The new Deputy Chief Constable has moved to this Authority from London
- A Community Messaging service is being introduced in conjunction with Neighbourhood Watch. Leaflets are available; one was given to the Clerk & one will be placed on the village notice board; Cllr Elton will obtain more if required
- The budget for 2010-2011 has increased by 4.95%.
- Brief highlights from the Chief Constable's report & the minutes of the last meeting
- James Anstey from Devon Highways was at the meeting to answer questions
- There was a taser use demonstration during the meeting.

Cllr Hill reported that a quad bike had recently been stolen in the Parish & 2 others were stolen from farms this week.

## **49.3 Southern Link**

Cllr Prosser announced that the next meeting is on 23<sup>rd</sup> March.

## **49.4 Coronation Hall**

Cllr Downham reported that the new Chairman is settling in well. The heating problems had been rectified. The insert for the brochure had been done.

## **49.5 Reports from Members attending Outside Bodies.**

The Chairman reported on his attendance at the Annual Parish Council Planning Conference. Mary Tavy Parish Council had been cited as an example of a Parish Council working well with the DNPA; it was also one of the few within the DNP to have produced a Parish Plan. There had been present at the Conference representatives of Councils that do not make comments on all or any planning applications; Mary Tavy Council comments on every one. Concern had been expressed by some parishes that the DNPA does not pay regard to Parish & Town Councils' comments. However, this can only be done if valid or proper planning reasons are given in comments. The Chairman encouraged other Councillors to attend future Planning Conferences.

## **50-2010 Planning:**

### **50.1 To discuss planning applications received.**

**To convert farm building to abattoir at Burntown Farm** – The Chairman stated that the plans had only just been received. He had been instructed by the Planning Department to defer action on this application until all paperwork was in order.

### **50.2 To receive notification on previous applications.**

There was nothing outstanding to deal with.

## **51-2010 Annual Parish Meeting arrangements**

This will take place on Monday 19<sup>th</sup> April at the Coronation Hall. Last year's turnout had been between 60 & 65. Cllr Prosser has produced a draft leaflet. A West Devon Borough Council Officer will be present to speak about the forthcoming major changes to recycling & waste management collection.

The Chairman asked for the opinions of Councillors on the format for the meeting. The following points were agreed:

- The item on the Parish Precept to be removed
- An item on 'Update on work of village groups' to be added – this will include The Coronation Hall Committee & the Playing Fields Committee
- Councillors will arrive at 7.15 pm, for a 7.30 pm start.
- The final leaflet will go out to every resident's house.

Proposed Cllr Street; seconded Cllr Roe; 6 in favour & 2 abstentions.

**Action: Cllr Prosser will contact Keith Rogers to request the above changes to the leaflet.**

#### **52-2010 Website update**

Cllr Prosser had contacted K Rogers, who said he was unable to get the website 'up & running' in a short timescale - much work is needed. He will be asked to go forward with this, on a pro rata payment. He has stated that he wishes the Clerk to be the conduit for items going onto the website.

#### **53-2010 To agree items raised at the February meeting for inclusion on this agenda:**

##### **53.1 Litter pick-up details.**

This is due to be held on 24<sup>th</sup> April. An article has appeared in the Community Newsletter. A pasty lunch from the Post Office will be provided by the Parish Council. The Coronation Hall is booked for the morning. Dartmoor Ranger Paul Glanville will be present. The Guides will spend their meeting on the previous Tuesday clearing the field & the Hall carpark. The Chairman asked Cllr Hill, as a Trustee of the Playing Fields Committee, if there were any objections – there were none.

In reply to questions, the Chairman said that posters would not be produced to advertise the event, in addition to the item in the Community News. Also, WDBC would be responsible for the litter on the A386.

##### **53.2 System for paying Ottery Press.**

This matter was discussed under item 47.2.

#### **54-2010 To receive items raised for inclusion on April agenda.**

The Chairman asked that Councillors contact the Clerk with any items they would like included.

#### **55-2010 To agree the date of the next meeting.**

The date of **Tuesday 13<sup>th</sup> April 2010** was agreed for the next meeting of the Parish Council, to commence at 7.30 pm & to be held in the Reading Rooms.

There being no further business the meeting was formally closed by the Chairman at 8.40 pm.

**Nicola Gardiner  
Clerk to the Parish Council**

**Date: 23<sup>rd</sup> March 2010**