

(draft minutes subject to approval)

Peter Tavy Parish Council

Minutes of the meeting held on Wednesday 11th November 2020 at 7:30pm via Zoom

Present: Cllr. J. Jeffery, Cllr. E. Dodd, Cllr. B. Lane, Cllr. H. White, Cllr. P. Randall

Others Present: The Clerk & Cllr T. Pearce (W.D.B.C)

1: **Apologies for absence**

Cllr. K. Ball & Cllr. M. Stephens

2: **Declarations of Interest**

Chairman J. Jeffery relating to a) Church Cottages b) setting of precept budget relating to Lengthsman work.

3: **Approval of previous Minutes & matters arising**

Cllr. T. Pearce (W.D.B.C) pointed out at item 12. There is a spelling mistake - the lady plumber's name (should read Gina and not Geena). The Clerk apologised and this will be corrected.

The Minutes of the meeting held on 14th October 2020 were approved by all present & signed as a true record by Cllr. Jeffery.

Matters arising: Poster for solar power initiative has been repeatedly chased up by the Clerk, Cllr. Lane suggested we leave it for the time being.

W.D.B.C. (Cllr T. Pearce) – the Borough Council have now submitted their response to BT regarding telephone kiosks and a decision should be made public as to which kiosks are to remain in situ by mid-December.

Beating the Bounds in 2021 – Cllr. Lane has found a pamphlet from 2007 which clearly shows all of the 34 boundary stones marked out. It has clear descriptions of points of interest on the routes. This can be copied by the Clerk and go into the Councillors' folders ready for the next meeting.

4: **Reports from outside Bodies**

None to report.

5: **Correspondence**

Devon County Council – enquiry re: snow warden details

Devon Mobile Library – request for funding donation

W.D.B.C. - community emergency plan

D.N.P. – Questionnaire on the Dartmoor Local Plan

(Cllr. W. Lane requested that the questionnaire be sent out via email to all Councillors).

W.D.B.C. – Flood prevention team enquiry regarding sandbags

(Cllr. J. Jeffery to confirm how many sandbags we have left in hand)

Clerk to Mary Tavy Parish Council – correspondence re: Tap fund remaining for Lengthsman's work

6: Covid-19

The Clerk has received various emails from W.D.B.C regarding the Council's response to the ongoing pandemic – Cllr. Lane suggested that these emails are forwarded to Sandra Dodd as they may be of some use to the Community Hub.

7: Mill Pond

Cllrs. J. Jeffery & E. Dodd confirmed that damming had taken place upstream of the Mill Pond (reducing the flow into the pond), this is now ready to be emptied and Cllr. Dodd is going to do this in the near future.

With regards to the new lifebuoy and housing The Clerk is going to email the pricing details to all Councillors so a decision can be made as to which one to purchase over the coming winter months.

8: Playing Field

The grass cutting bill for the year has been received and was £870. Cllr. W. Lane suggested that in February this should go out to tender as by comparison the Churchyard Cutting for the year was in the region of £1,100 and was a much larger area to cut. It was discussed that the bill for the playing field covered 11 visits to cut the grass including two visits to cut the boundary hedges. It was noted that this was done more frequently than the Churchyard. Cllr. J. Jeffery pointed out that we have an approved contractor to carry out the playing field cutting and he has always provided a reliable service. Cllr. T. Pearce (W.D.B.C) suggested caution when tenders are received as the lowest tender does not always necessarily provide the best service.

It was proposed to settle the bill by Cllr. W. Lane & seconded by Cllr. Jeffery all in favour.

The Clerk confirmed that Cllr. K. Ball and herself were going to continue to inspect the playing field equipment over the coming winter months.

9: Highways

Cllr. T. Pearce (W.D.B.C) had sent two emails reminding Highways that Cllr. J. Jeffery needed a meeting with them in the last month but this had not resulted in a meeting.

The Clerk had emailed Cllr. T. Pearce (W.D.B.C) and Cllr. P. Sanders (D.C.C) with a list of all the outstanding Highways issues in the Parish dating back some three years hence. As a result of this list Cllr. T. Pearce (W.D.B.C) and Cllr. P. Sanders (D.C.C) managed to get a response from Tom Lee of Highways. Mr. Lee has agreed to a meeting with Cllr. J. Jeffery to discuss at site visits all of these outstanding issues. Mr. Lee has provided Cllr. T. Pearce (W.D.B.C) with a direct email for any further reports or queries regarding highways, this will be forwarded to the Clerk early next week so the Peter Tavy Parish Council can contact him direct. Cllr. W. Lane stated that during any meeting with Highways it needs pointing out that the state of the road up to Broadmoor is severely impacting on local tourism.

The Clerk is going to report the pot hole that has appeared between Lower Churchtown and Spring House. Cllr. J. Jeffery said this has been poorly repaired in the past.

Cllr. J. Jeffery asked The Clerk to organise a visit by the leaf sweeper via W.D.B.C.

10. Planning

No new planning applications to report.

The application at Gatehouse Mill was still under consideration by D.N.P

The Council had not received any further information on the appeal at The Old Root House, Harragrove.

There has been no information from D.N.P. regarding Beacon Park.

The Council discussed the minutes from a planning meeting to discuss an application at Wedlake Farm, these were agreed and duly signed. Proposed by Cllr. W. Lane and seconded by Cllr. J. Jeffery all in favour.

BECAUSE THERE WASN'T ENOUGH TIME LEFT ON THIS ZOOM MEETING THE AGENDA ORDER WAS ALTERED SLIGHTLY SO THAT ITEM 11. (PRECEPT BUDGET) NOW BECAME ITEM 13. TO BE STARTED WITH THE NEXT ZOOM MEETING SCHEDULED IMMEDIATELY AFTER THIS ONE.

11: Finance

PRECEPT end of September £23642.53

Outgoings

Clerk's Salary £234.30

Use of Home Office £ 26.00

(£260.30)

Postage £ 2.28

Brass Plaque for bench £ 32.00

DALC course fee £ 18.00

M.Tavy Parish Council £ 140.00

(re tap fund for lengthsman)

Income

Church Cottages Admin £26.66

(Including sum held for Lengthsman = £ 60.00)

(Including sum held for Community hub = £250.00)

End of Oct **Balance in hand £23,216.61**

CHURCH COTTAGES end of September £23,437.06

Outgoings

Admin to Precept £ 26.66

P. Upcott (septic tank) £130.00

Income

Rent £671.00

End of Oct **Balance in hand £23951.40**

The outgoings were agreed by Council proposed by Cllr. J. Jeffery & seconded by Cllr. W. Lane – All in favour.

Chairman Cllr. Jeffery handed the meeting over to Cllr. Dodd (interest in next item)

12: Church Cottages

The Clerk has been in contact with the Tenant of No. 1 Church Cottages who is going to get his own plumber friend to investigate the water on bathroom floor. If it is a plumbing matter the Clerk can get a quote from the Lady Plumber and if it is a building issue the Clerk can get a quote for repair. The other issues with No. 1 need to be put in writing to The Parish Council before they can be discussed.

The Parish Council have received a report of the vent hanging off from the window to No.2 Church Cottages, Cllr. E. Dodd is going to have a look as it probably just needs fixing back up.

THERE WAS A SHORT BREAK IN THE ZOOM MEETING AT THIS POINT WHILE A CONTINUATION ZOOM MEETING WAS SET UP ONLINE (The Clerk would like to thank Cllr. H. White for his assistance with this)

13: PRECEPT BUDGET PLANNING

All Councillors present discussed the proposed draft precept budget for the year 2021/22 and the various elements therein – comments were made on the following aspects of the draft budget: -

Cllr. W. Lane pointed out that there was no provision of S137 payments but that there was a larger amount for contingency (£750) it was suggested that a proportion of the allowance for contingency be moved to the provision of a small S137 payment of say £500 contingency and £250 S137 for budgeting purposes.

Cllr. W. Lane noted that the burial grant in recent years had been low. This was because there had been a sizeable number of burials in previous years, generating income itself. However, this year so far has seen a marked decrease in burials therefore resulting in a deficit of approximately £300. It has always been the case that the Parish Council makes up the shortfall and as such an amount of at least £300 should be allowed in this draft budget for this purpose.

It was noted that there had been an allowance of £200 budgeted for Parish Election payments, however it was also questioned whether this amount will be required in 2021/22.

Cllr. Randall enquired as to what the Battles for 2018 were and Cllr. J. Jeffery explained that it was for costs incurred in the parish centenary celebrations of the end of WWI. This will therefore not be required again for some considerable time.

Cllr. J. Jeffery now handed over to Cllr. E. Dodd as he has an interest in the part of the budget relating to the Parish Lengthsman.

Cllr. W. Lane told The Clerk about a grant from County Council towards the Parish Lengthsman role which will need applying for in December of this year. There is a little uncertainty as to whether these grants will continue.

Cllr. H. White expressed a need in the Parish for more Lengthsman's work to be done. For example the track down from White Tor to the Quarry Car Park is awash with water when it rains and damage to the access road to Lower Godsworthy is a problem. Cllr. Lane pointed out that any drainage work really should be a Highways issue as Highways are responsible for drains and a Landowner responsible between ditch and road.

Cllr. P. Randall enquired as to how the schedule of Lengthsman's work is controlled. Cllr. W. Lane answered the query by saying that the Parish Council decides through reports from Councillors such as Cllr. E. Dodd who has good local knowledge, a list of works in priority order is then agreed upon.

Cllr. P. Randall pointed out that with the weather patterns getting worse year on year that it could reasonably be assumed that there will be a greater requirement for the Lengthsman's services.

It was agreed by Council that it would be prudent to up the Lengthsman element of the budget.

The Budget has to be set by January 2021 and so these items agreed today in principle will have to be decided upon at the December Parish Council meeting.

Proposed Cllr. W. Lane & seconded by Cllr. H. White all in favour.

At the end of the budget discussion and agreeing in principle the proposed precept figure for 2021-22, councillors were made aware that WDBC had sent a letter to all parish and town council clerks advising them about a possible change of 2% in the Council Tax base figures on which the council tax is calculated.

This change is due to the financial effects of the coronavirus lockdown, which it is known will be affecting some West Devon residents' financial situation and their ability to pay for council tax.

However, Cllr. T. Pearce (W.D.B.C) said that he thought that Peter Tavy would not be seeing a change on the scale of some of the larger parish councils, when the final figures are confirmed in mid-December by W.D.B.C.

14. Any Other Business.

Cllr. H. White asked if the Broadband funding could be put on the Agenda for discussion at the December meeting.

Cllr. T. Pearce (W.D.B.C) said that there is a hardship fund available through W.D.B.C that residents could apply for if they were struggling financially. The Clerk is going to pass details of this to Steve Carreck to put onto the Parish website.

Cllr. J. Jeffery said that the probationary period for the Clerk was now over and asked the Councillors present whether they were happy with Michelle being taken on permanently. It was agreed that she should be taken on. Proposed Cllr. H. White & seconded Cllr. J. Jeffery all in favour (this will have to be ratified at the next meeting).

There being no further business the meeting closed at 20.45hrs.

Signed

Dated