

PETER TAVY PARISH COUNCIL

Minutes of the meeting held on Wednesday 13th January 2016 in The Chapel Room

Councillors present: Mr E Dodd, Mr J Jeffery, Mr K Ball, Mr D Chanter, Mrs V Abel, Mrs N Litwinska and Cllr Terry Pearce.

Absent: Mr B Lane.

The Chairman Cllr Jeffery welcomed everyone to the meeting.

The meeting opened at 7.30pm.

- 1. Apologies for absence.**
Cllr Lane.
- 2. Declarations of interest.**
Cllrs Jeffery declared his interest in Church Cottages.
- 3. To approve the Minutes of the Meetings.**
The Minutes were agreed and accepted as an accurate record and signed by the Chairman.
- 4. Matters arising from the Minutes.**
None.
- 5. Correspondence.**
Torrige, North, Mid & West Devon Citizens Advice was received asking for the donations/contributions to the Citizens Advice Bureau. Cllrs agreed to make a donation.
Clare Chapman from Electoral Services advised the Council to budget for the Parish Elections held 7th May 2015. The total cost was £596.14. Cllrs discussed.
WDBC advised that there would be no capping of funds for the 2016/2017 Precept. Cllrs noted.
WDBC advised that TAP fund money will remain available for this financial year. Cllrs noted.
Came & Company sent a policy amendment due to adding the defibrillator and the new playground equipment the spider. Cllrs noted.
WDBC have sand available if required. Cllrs decided that no sand is required at this time as they have an adequate supply.
- 6. Reports from outside bodies.**
Peter Tavy Community Hydropower will be having a public meeting 28th January 2016. Cllr Abel stated that there is now a possible fourth route.
Councillor Chanter stated he had completed all the footpath walks and reported his findings.
- 7. Church Cottages.**
A letter of complaint was received against Jim Jeffery from Sean Cann. The letter was read aloud during the meeting. Cllr Chanter stated that the reason

behind the complaint was that too many voices were involved during the building work. Cllr Chanter also went on to say that mistakes have been made along the way. Cllr Litwinska said that it was a lesson learnt going forward and that we need to act more like landlords. Cllr Chanter proposed that we send Sean Cann an apology letter and pay him what we owe him. All councillors agreed. It was then agreed by all councillors that in any future work invoices would be presented at monthly meetings, agreed on and then checks authorised – no writing cheques between meetings.

Councillor Ball expressed his concern that he thought a rodent had eaten through electric wires in the attic of No.2 Church Cottages. A discussion ensued and it was decided to have the electrics checked. Two quotes were received from Day Electrical and MRP Electrical to do an inspection of the electrical works and provide a safety certificate upon completion. Cllr Chanter proposed to go with Day Electrical. Seconded by Councillor Jeffery. All Councillors agreed.

Quotes were also received for the cottage roof and chimney from JB roofing and Jamie Grindy. After reviewing the quotes Jim proposed that the work be undertaken by Jamie Grindy, seconded by Councillor Dodd. All Councillors agreed.

Cllr Chanter expressed that he thought that the electrics were incorrectly labelled and that the extractor fan needs to be inspected. Cllr Jeffery stated that Cottage No.2 needs checks and certification ASAP ready for the new tenant. Cllr Litwinska stated that the cottage also needs two smoke alarms and one carbon monoxide box. The Clerk has been asked to contact Day Electrical and ascertain a quote for these items. The Clerk was also asked to contact a local chimney sweep as we need a ticket for insurance purposes. Cllr Jeffery noted that the PTPC must add that the chimney must be swept regularly to the tenancy agreement. Cllr Dodd brought up the question that perhaps the insurance company might require it to be swept on a regular basis. The Clerk Cassandra McDowall is going to contact the insurance company to find this out. Cllr Ball stated that his chimney has to be swept twice a year as part of his insurance contract. Cllr Litwinska went on to state that an EDF performance certificate was a legal obligation that we should provide for future tenants. She then went on to add that the floor coverings in the kitchen/bathroom were inadequate for a tenant. It was then discussed that the tenancy agreement that the Clerk provided from the NLA would be circulated for all the Councillors to read before the meeting in the correspondence file.

The Clerk informed the Council that tenant Tim Dodd (Cottage No.2) had received his deposit back from DPS for the amount of £238.33. Cllrs noted.

The Clerk then informed the Council that she had reviewed the EDF bills provided by tenant Andrew Friend (Cottage No.1). She confirmed that she agreed with his figures and that we owed him £75.86 for excess electricity used during the building works. Cllrs noted.

The Clerk then reported that WDBC had granted that the council tax for the month of December was granted a 100% discount due to the ongoing building works. Cllr Pearce stated that due to the ongoing building works we could be eligible for more discount and he kindly offered to look into the matter for us based on the fact that the cottage is now uninhabitable due to the structural issues with the chimney.

8. Mill Pond.

Cllr Chanter advised that the Mill Pond is in good order and is now empty but still has water running through it.

9. Playing Field.

No items to discuss.

10. Parish Emergency Plan.

Cllr Abel stated that roads were gritted Christmas eve (just in case) and will also be gritted this evening.

11. Highways.

Broadmoor (Green Lane) the pipe needs replacing with a larger pipe. Cllr Jeffery stated it was impossible to rod but he dug off as much as possible. Pot holes in the area too. Clerk to contact Highways.

Past Wapsworthy there is a lot of water on the road and potholes developing. Clerk to contact Highways.

The drains at Cuddlipptown are now freed up and running away.

Out at Minefield there is a choked pipe which is completely blocked with gravel. Clerk to contact Highways.

Outside Cllr Dodd's shed the tarmac is sinking as the drain is collapsing. Clerk to contact Highways.

The drain in Mr Medland's field is still an issue. Clerk to contact Highways.

The gateway at Cllr Lane's property has water issues. Clerk to contact Highways.

Part way down the pavement in the centre of the village the pipe has silted up. Clerk to contact Highways.

Pot holes outside Chubb Farm. Clerk to contact Highways.

Pot holes outside the Peter Tavy Inn. Clerk to contact Highways.

The drain at Harrograve is silted up. Clerk to contact Highways.

Cllr Dodd mentioned the road leading down to Laurel Cottages had issues over the past weekend with excess water running over onto Mr & Mrs Nail's property. Cllr Ball noted that the fact that the area leading down to the river had been turfed and grassed during last summer didn't help the matter. Clerk to contact Highways. In previous years Jackie Smith had been contacted and the Clerk is going to try to get a copy of the letter.

12. Planning.

Cllr Chanter reported that a planning application had been received to replace Cllr Lane's Barn. The planning was approved.

A second planning application was received for the old garage site. This application was turned down due to aesthetic values and the materials used. Cllr Ball noted that the escape plan for the new plans was to cross the leat!

The Clerk reminded the Planning Committee of the protocol for planning applications.

14. Finance.

a.) Budget & Parish Precept 2016-2017. Councillors reviewed the budget and agreed to set the precept at £10,500.00. Cllr Chanter proposed budget and Cllr's Dodd and Ball approve.

During the discussion of the budget the category of Lengthsman arose. At this time Cllr Jeffery declared an interest and left the meeting and Cllr Chanter stood up as Chairman to take over the meeting so that there was no conflict of interests. Cllr Chanter proposed the Lengthsman be used throughout the year to keep on top of all maintenance issues however it was a unanimous decision that the Lengthman be used for emergencies only. Cllr Pearce stated that there were grants available for this kind of work that could be used for the Lengthman and also for the building of the toilet facilities from the Dartmoor Community Fund.

The informal meeting of the Clerk Cassandra McDowall was discusses and all councillors agreed with the pay rise and additional hours as necessary.

The Clerk circulated the summaries of both accounts and the cheques for payment were agreed as follows:

£7,900.00 Sean Cann – work to Cottage No.1

£1,500.00 Sean Cann – painting of Cottage No.1
£30.00 DALC – Clerk’s Budgets and Precepts Course
£126.00 Cormac Solutions – Lengthmans training
£189.42 Mrs McDowall - Salary December
£40.19 Mrs McDowall – Expenses
£195.00 Jim Jeffery – First-aid course and 4 hours work drain clearing
£82.00 SLCC – Clerk’s yearly subscription
£75.86 Andrew Friend – reimbursement for electric bill

15. Any additional business.

The Clerk asked the Council if she could be permitted to join the SLCC (Society of Local Council Clerks). Cllr Jeffery proposed the idea, seconded Cllr Chanter. All councillors in favour.

The Clerk told the Council that a website had to be built to conform to the Transparency Code decided by NALC. The Clerk will be applying for a grant to cover the cost of building this. Cllr Jeffery proposed the idea, seconded by Cllr Abel. All Councillors in favour.

The Council asked the Clerk to send Sean Cann’s cheque and letter of apology recorded delivery.

The Council decided to participate in the Queen’s 90th birthday beacons in April 2016. Cllr Abel proposed the idea, seconded by Cllr Dodd. All Councillors in favour.

The Council agreed for the Clerk to attend a course 2nd March 2016 Risk Assessment with Came & Company Insurance Group.

The meeting was closed at 9.40pm

Signed:

Dated: