

## **Minutes 2021-13**

*(Draft Minutes awaiting approval)*

### **Peter Tavy Parish Council**

#### **Minutes of the meeting held on Thursday 22<sup>nd</sup> April 2021 at 7:30pm via Zoom**

Present: Cllr. E. Dodd, Cllr. W. Lane, Cllr. H. White, Cllr. P. Randall, Cllr. M. Stephens

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

**1: Apologies for absence**

Cllr. K. Ball, Cllr. J. Jeffery

**2: Declarations of Interest**

Village Hall Cllr. P. Randall

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

The Minutes of the meeting held on Wednesday 10<sup>th</sup> March 2021 were approved by all present & signed as a true record by Cllr. E. Dodd.

**Matters arising:**

The waste management survey letter had not been given to the Clerk to forward so this had not been done to meet the deadline. It was mentioned that the survey was too ambiguous and too full of leading questions to be completed in any event.

The annual inspection of the play equipment needs to be chased up. The Clerk will action this.

**4: Reports from outside Bodies**

Cllr. P. Randall gave a report on the ongoing works to the Village Hall. The floor was now finished and new windows are going in, the windows look the same as the old ones which is good. There is still a little making good to be carried out.

Cllr. W. Lane outlined works required to the fabric of the Church tower and that a great deal of pointing will be required there.

**5: Correspondence**

A request for two new sets of defibrillator pads had been received. The Clerk was asked to order these.

A letter explaining about recent temporary building replacements at the Harford Bridge Caravan Park had been received, there had been a suggestion that this be passed on to D.N.P. Planning department for their information. It was discussed that this was not for the Parish Council as a whole to pursue but that if individual Councillors felt strongly enough they should contact D.N.P. themselves. Proposed Cllr.W. Lane & seconded by Cllr. M. Stephens all in favour

A survey from the Fire Service has to be filled out in May – The Clerk was tasked to do this stating problems with fire trucks and ice due to blocked drains on the highways.

**6: Covid-19**

Cllr. T. Pearce (W.D.B.C) was asked about the likelihood of the Parish Council being able to hold a face to face meeting in May as this will also be our A.G.M. After the 6<sup>th</sup> of May we should be in a position to know if the meeting will be able to be held face to face, during this week if the Clerk contacts Cllr. T. Pearce he should be able to let her know. If there is still no definitive answer then the Clerk will contact the Devon Association of Local Councils to find out their advice on this matter. No date or Agenda will be set until an answer has been given. It is looking likely at the moment that the date will have to be nearer Wednesday 19<sup>th</sup> May.

**7: Rural Broadband Funding**

Cllr. H. White gave a report that he and Cllr. P. Randall had written a piece for the Piper which will go in as an actual page rather than an insert. The cost of printing had gone up and the Council suggested a figure of up to £200 donation to help meet the cost of this issue. The Clerk will email Steve Carreck with an offer of help with cost and let the Councillors know before any cheques are issued. Proposed Cllr. H. White & seconded by Cllr. P. Randall all in favour.

**8: Mill Pond**

Cllr. Dodd suggested that a clean up could be done before half term in case the weather is nice enough for the Pond to be enjoyed. A lady from Tavistock had offered help with this operation through the Peter Tavy facebook page but the Councillors felt that with Covid restrictions still being in place that too many members of the public should not be encouraged to join in this year. Cllr. H. White thought we could thank her for her offer but explain with Covid the situation the difficulties of people congregating at the Mill Pond to work. Maybe next year we would be glad of her help.

**9: Playing Field**

The Clerk is going to chase up the annual inspection of the play equipment.

The Green Bag subscription is due and it was suggested that the Clerk pays on card initially for this and then claims the cost back from the Parish Council. Proposed Cllr. M. Stephens & seconded Cllr. W. Lane all in favour.

**10: Highways**

The new road sign at the Hillbridge turning has been broken off because it needed to be put further back towards the hedge and not so far out on the roadside. The Clerk will email highways regarding this.

**11: Planning**

The Planning Committee met and discussed the application for new Avaries on land opposite Will Farm, there is a small car park opposite which needed clarity that it would not be for public use, but that it would be used by the owners and for deliveries only. This seemed unlikely as there would be no public demonstrations on site or training. Observations had been sent to the Planning Authority and the Clerk is going to check to see if these have been published on the D.N.P. Website.

**12: Finance**

**PRECEPT beginning of March                      £20,447.84**

**Outgoings**

Mr. D. French salt spreading                      £ 25.00

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Community Hubb expenses	£ 95.38
Clerk's Salary (Jan)	£234.30
Use of Home Office	£ 26.00
	<u>(£260.30)</u>
Ink	£ 22.97
Zoom subscription	£ 14.39
Duchy of Cornwall rent Mill Pond	£ 30.00
Grant to Peter Tavy Village Hall	£1,000.00
Mary Tavy Parish Council last of Tap fund	£ 60.00

**Income**

Church Cottages Admin	£ 26.66
Devon County Council highways enhancement scheme payment	£ 500.00
HMRC – vat rebate	£1,333.72

(Including sum held for Community hub = £454.62)) **End of March Balance in hand £20,808.18**

**CHURCH COTTAGES beginning of March £26,528.76**

**Outgoings**

Admin to Precept	£ 26.66
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**Income**

Rent	£671.00	End of February <b><u>Balance in hand £27,173.10</u></b>
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**EXPECTED OUTGOINGS April : FROM PRECEPT**

CLERK	Salary	£ 234.30
	Use of home as office	£ 26.00
	Stationery	£ 8.82
	Postage	£ 2.55
	Zoom monthly	£ 14.39
	total	<u>£ 286.06</u>

D.A.L.C.	D.A.L.C. & N.A.L.C. affiliation fees	£ 66.62
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**Expected Outgoings April : FROM CHURCH COTTAGES**

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Admin fee to precept acc	£ 26.66
A.J. Heard Builders Ltd repairs to No.1 Church Cottage	£3,008.40
A. Friend (electricity costs from building works)	£ 15.00

It was agreed to pay the outgoings – Proposed Cllr. M. Stephens, seconded Cllr. W. Lane all in favour.

### 13: Church Cottages

The builders had completed stage 1 of the works to Church Cottages, which involved repairs in the bathroom to prevent further leaks.

There was still a small amount of remedial decorating to do as a result of the repairs (too small a job for a builders' quote) and it was suggested that the Tenant be approached to see if he could do the painting himself for a nominal fee if the Council provided the paint. The Clerk will email the Tenant to this effect.

A part II meeting will be arranged after the May Parish Council Meeting to review rents.

The Clerk will make an appointment with the builders to quote for the next stage of required works to No.1 Church Cottages and let two Councillors & the Tenant know.

The annual inspection and discussion with the Tenants needs to be arranged – a time of 6.30pm before the next Parish Council meeting was suggested and the Clerk will inform both tenants of this subject to a date being set for the May Parish Council Meeting. Proposed Cllr. M. Stephens & seconded Cllr. W. Lane all in favour.

### 14. Beating the Bounds.

Nothing to discuss until things open up a little and restrictions lift enough for the Council to hold face to face meetings where options can be discussed by all Councillors.

### 15. Proposed World Heritage Site Status.

Cllr. T. Pearce (W.D.B.C) reported that things were going through the talks stage and that the governing body would be in touch with the relevant Parishes shortly to arrange meetings and to let us know what exactly would be involved. The process is likely to take 12-18 month.

### 16. Arrangements for A.G.M.

A notice has to go onto the Parish Notice Board but not into the Tavistock Times. The A.G.M is to elect the officers of the Council and any sub committees. It will be the date decided to hold the May meeting (likely to be 19<sup>th</sup> May).

It was discussed and agreed not to hold an Annual Parish Meeting (Separate from an A.G.M.) unless it is deemed necessary to hold one at the end of the year. Proposed Cllr. W. Lane & seconded Cllr. H. White all in favour.

### 15. Any Other Business.

Cllr. W. Lane reported that the stone thought to be the stone marking the boundary of the Civil Parish had not been listed yet as the carving on closer inspection was G.P and not as first thought C.P. More investigation will be needed.

Cllr. P. Randall made an observation in the refuse collection being sometimes two days late and sometimes only a day late around the time of the Easter bank holidays.

**There being no further business the meeting closed at 20.31 hrs.**

**Signed**

**Dated**