

Peter Tavy Parish Council

APPROVED Minutes of the ANNUAL GENERAL MEETING held on Wednesday 14th May 2025, 7:30pm at the Chapel

Present: Cllr. A. Barton, Cllr. E. Dodd, Cllr. K. Ball, Cllr. J. Jeffery, Cllr. N. Litwinska, Chairman Cllr. D. Chanter

Others Present: The Clerk, Mr. J. Hunt, Cllr. R. Oxborough (WDBC).

MEMBERS OF THE PUBLISH SPEAKING BEFORE THE MEETING 15mins allotted time. Meeting opened at 19:31hrs

Cllr. R. Oxborough (WDBC) informed Parish Council that Mr. Michael Fife-Cooke has been elected to Devon County Council and that he was previously a Parish Councillor for Mary Tavy. Cllr. Oxborough offered to talk him through what had been happening at Mary Tavy, Brentor and Peter Tavy however, Mr. Fife-Cooke declined. The Clerk will obtain his official email address and invite him to the Annual Parish Meeting and any Parish Council meetings in the future.

Devolution of WDBC will not be likely to happen for at least the next 7-8 years. Parishes will require extra funding to complete more self-help projects.

Cllr. Oxborough has been in touch with Helen the Dartmoor photographer and Bryony Baxter regarding the proposed removal of the BT telephone box in the Parish.

1: Apologies for absence

Cllr. R. Myott.

2: Declarations of interest

Cllr. J. Jeffery number 1 Church Cottages.

3: Election of Chairman

Cllr. J. Jeffery proposed Cllr. D. Chanter as Chairman, Seconded Cllr. E. Dodd all in favour

4: Election of Vice-Chairman

Chairman Cllr. D. Chanter proposed Cllr. J. Jeffery as Vice-Chairman, Seconded by Cllr. E. Dodd all in favour

5: Acceptance of Office & Declarations of Interest, handing out of personal interest forms for completion.

All Councillors present signed their acceptance of office forms witnessed by The Clerk. All were given personal interest forms to complete and return to the Clerk to pass on to the monitoring Officer of WDBC.

6: Nominations to committees

The following nominations were proposed by Cllr. E. Dodd, seconded by Chairman Cllr. D. Chanter all in favour: -

Planning – Lead Cllr. A. Barton with all Councillors to be on the planning sub-committee

Playingfield – Lead Cllr. K. Ball with all Councillors to be on the playing field sub-committee

Mill Pond – Lead Chairman D. Chanter with all Councillors to be on the Mill Pond sub-committee

Church Cottages – all Councillors to be on the sub-committee with no lead member

Village Hall Rep – Cllr. R. Myott.

7: Setting of date for Annual Parish Meeting

A date for the Annual Parish Meeting was set for Thursday 29th May at 7:30pm in the Chapel.

Clerk to put advertisement for meeting in Tavistock Times, on Notice Board, on Website and on Parish facebook page. Reports would be requested from Village Hall, Church, Chapel, Commoners Association, Dartmoor National Park Ranger, WDBC.

8: Approval of previous minutes and matters arising

The draft minutes of the AGM held on Wed 08th May 2024 were deemed to be a true and accurate record proposed Cllr. E. Dodd, seconded Cllr. K. Ball, all in favour. The draft minutes were duly signed by the Chairman Cllr. D. Chanter.

9: Approval of previous minutes and matters arising

The draft minutes of the Parish Council meeting held on 9th April 2025 were deemed to be a true and accurate record proposed Cllr. E. Dodd, seconded Cllr. J. Jeffery, all in favour. The draft minutes were duly signed by the Chairman Cllr. D. Chanter.

Matters arising that will not be covered by the following agenda.

Cllr. E. Dodd proposed and Cllr. J. Jeffery seconded that salt buckets are placed at unregistered land adjacent to Genesta and that the buckets could be sited underneath the beech hedge. Cllr. Jeffery would then check the buckets when the rest of the salt bins were checked. For Chairman Cllr. D. Chanter, Cllr. E. Dodd, Cllr. J. Jeffery – Against Cllr. A. Barton, Cllr. N. Litwinska – Abstain Cllr. K. Ball. Motion carried

Cllr. N. Litwinska wanted it minuted for the record that she voted against because the Parish Council does not have an official policy in place regarding unregistered parcels of land within the Parish and that this was the case because official advice had still not been clarified.

The Clerk was asked to write to the owners of Genesta inviting them to attend when Councillors will put out the community salt buckets 15 minutes before the annual parish meeting.

The VE day cleaning of the Mill Pond and event went well Cllr. J. Jeffery thanked Cllr. E. Dodd for letting the lighting of the beacon take place in one of his fields to save fire risk on the common. The Clerk thanked Cllr. R. Oxborough for his generous grant from the localities fund for the refreshments on the day.

10: Reports from outside bodies

None.

11: Correspondence

A generic reply had been received from Sir G. Cox MP KC's office. The Clerk awaits an official response to her email.

The Clerk to Bere Ferrers PC wrote to ask about planning frustrations with WDBC planning department. We are governed by Dartmoor National Park planning the Clerk will let her know.

The defibrillator is checked monthly by Richard Walker, and this gets registered on the circuit defib register. Cllr. E. Dodd suggested new signs showing people the location of the defibrillator. The Clerk is going to look on the makers website for posters.

12: Publication of draft minutes

Cllr. R. Oxborough (WDBC) has written to the PC regarding the handling of draft minutes. WDBC does publish draft minutes clearly marked Draft. They are then confirmed at the next full Council meeting and then are published as Approved. He suggested it may be a good idea for Peter Tavy to adopt this method given recent complaints from a Parishioner. It was decided that the draft minutes would be published within 10 days of the PC meeting on the noticeboard and online (if there is no room on the noticeboard a sign will be put up saying they are published on the website and available on application to The Clerk). Proposed Chairman Cllr. D. Chanter, seconded Cllr. N. Litwinska all in favour.

13: Mill Pond

The pond was found to be full up prior to the annual cleaning and the Pond is now cleaned ready to go for the summer months. Several tents had been identified at the top of the Coombe and these people may have been responsible for the premature filling of the Mill Pond.

14: Playing Field

The Clerk has ordered the new bench. Cllr. E. Dodd has replaced the rusty pole for the nets.

15: Highways

The Clerk is still compiling the What 3 Words co-ordinates to send to Highways. Cllr. A. Barton located the one for coping stones at Hill Bridge.

Cllr. R. Oxborough reported that Mary Tavy Parish Clerk had organised Cold-lay Tar training for Councillors so they can do self-help with potholes in their Parish.

16: Planning

None.

17: Church Cottages

An inspection will take place immediately before the next PC meeting on 11th June. The Clerk will inform the Tenants of both Cottages.

Radon tests have been given to the Tenants, and the Clerk is waiting for results after 3 months.

The Clerk will email Claire Vint the listed buildings officer for DNP to ask for advice on double glazing for both Cottages.

12: Finance

The outgoings from the Precept Account to be approved are: -

The Clerk Salary January	410.70
Use of Home Office	26.00
Minues PAYE	- 82.00
	<u>£354.70</u>

Gallaher PC Insurance £ 945.40

DALC subscription £123.05

The Outgoings from the Church Cottages Account to be agreed are: -

Admin fee to precept account April	£26.66
P. Upcott septic tank maintenance	£150.00
Back to Precept account Insurance	£456.23
Back to Precept account Radon tests	£105.60

It was agreed to pay the outgoings proposed Cllr. K. Ball, seconded Cllr. A. Barton all in favour.

The Clerk reported that the bank balances as of the 1st May 2025 were as follows: -

Church Cottages account = £41,723.43

Precept account = £17,759.18

The Clerk reported the end of year bank balances for each account and that from the Precept account an amount ring fenced is £1,500 for legal fees, £1,500 war memorial, £1,000 Playground and that all balance of Church Cottages was for the maintenance of the Cottages. The Clerk will now submit the annual accounts to the internal auditor ready for them then to be submitted to the external auditor in good time before 1st July.

13. Any Other Business

None.

No further business the Chairman declared the meeting closed 20.38hrs

SIGNED

DATED.....