

**Peter Tavy Parish Council**

**Draft minutes of the meeting held on Wednesday 12<sup>th</sup> November 2025, 7:30pm at the Chapel**

**Present:** Cllr. D. Chanter, Cllr. J. Jeffery, Cllr. A. Barton, Cllr. E. Dodd, Cllr. R. Myott, Cllr. K. Ball, Cllr. R. Oxborough

**Others Present:** The Clerk

**Meeting opened : 19:30pm**

**Item No**

**12/11/**

**1: Apologies for absence**

Cllr. Litwinska.

**2: Declarations of interest**

Cllr. Jeffery Church Cottages.

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

The draft minutes of the meeting held Weds 10<sup>th</sup> September and the draft minutes of the extraordinary meeting held 22<sup>nd</sup> October 2025 were deemed to be a true and accurate record proposed Cllr. Barton, seconded by Cllr. Dodd. All in favour then duly signed by the Chairman Cllr. Chanter.

**4: Reports from outside bodies.**

None.

**5: Correspondence.**

The audit was received back from PFK Littlejohn LLP with some matters raised. Cllrs instructed the clerk to contact PFK to question the issues with the audit and why the anomalies were not picked up during their screening.

DNP projects officer David Boocock is holding meetings to discuss their build plans for Dartmoor's broadband infrastructure. Cllrs welcomed the idea of holding a meeting in the village for a discussion.

**6: Mill Pond.**

Cllr Dodd will drain the pond and check for any necessary remedial work.

**7: Playing Field.**

Cllr Ball reported that the grass is still growing due to the mild weather however the ground is very wet due to all of the inclement weather we have been experiencing.

**8. Highways.**

Cllr Dodd mentioned the Peter Tavy sign from the main road has again been knocked over just after being fixed. Pothole by Harford Bridge to be reported by the clerk. Also the ongoing issues that were submitted to Highways back in 2024 are still unresolved.

**9. Planning.**

None.

**10. Church Cottages.**

The provisional EPC report came back from Dave Phillips that No.1 Church Cottages should be given an F rating. Cllrs discussed the issues surrounding the ventilation of the cottage and are looking at updating the windows to raise the EPC rating. A positive ventilation system was fitted a while ago, Cllrs agreed to send an electrician to the cottage to check that it is working to reduce the radon levels.

Studio Tour was proposed by Cllr. Barton and seconded by Cllr. Myott to be the architect to oversee the work at No.1 Church Cottages. This company was selected by the committee because they offer an hourly rate.

Andrew Creber submitted a quote to replace 2 hanging posts, 1 latching post and supply and fit two pedestrian gates £550.00. The work is to go ahead proposed by Cllr. Barton, seconded by Cllr. Ball.

Cllr. Jeffery seconded by Cllr. Dodd requested a Part 2 next meeting to discuss Church Cottages rent.

**11. Unregistered land within the Parish.**

Mr Hunt attended the Extraordinary meeting October 22<sup>nd</sup> expecting to speak about his land he has claimed unknowingly that the meeting was for the clerks contract, bank signatories and the remembrance wreath only. The actual parish council meeting dated October 8<sup>th</sup> was cancelled due to not having a clerk to record the meeting. Cllrs have asked for confirmation from Land Registry that the land now belongs to Mr Hunt.

**12. School bus run.**

Cllrs discussed the school bus run appeal being rejected. Cllr. Oxborough is going to contact Cllr Jeffery Cox to see if anything can be done to reinstate the school bus coming into the village.

**13. Finance to include draft budget.**

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

The Clerk Salary Julia Balsdon – month prior	£339.04
The Clerk Salary Cassandra McDowall	£354.56
Peter Tavy Methodist hire of chapel	£360.00
PKF Littlejohn audit	£252.00
Mrs M Widdows assisting clerk	£45.00
Use of Home Office	£26.00
Wreath	£18.50
Minus PAYE	-£82.14

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

Admin fee to precept account June	£26.66
Moor Sweep No.1 chimney	£65.00

It was agreed to pay the outgoings proposed Cllr. Chanter, seconded Cllr. Jeffery, all in favour.

Amendments were made to the draft budget which will be further discussed at the next meeting when final draft precept figures will be agreed.

Cllrs Chanter, Jeffrey, Dodd and clerks Widdows and McDowall met at TSB bank November 12th Tavistock to change the bank signatories for both the precept account and the church cottages account. When this has been processed by the bank, internet banking will be available to set up.

**14. Any other business.**

The safe custody of the deeds was discussed however no one seems to know where all the documents have been moved to. Clerk to investigate.

Cllrs would like to keep the phone box in the village, clerk to look into adopting it.

Cllr. Oxborough made cllrs aware of a localities budget that is available to parishes for purchasing any equipment/items that our parish may require.

Cllr. Oxborough updated cllrs about a proposal submitted by LGR for local government reorganisation. A new organisation comprised of neighbourhood area committees to facilitate better and sustained community engagement and local community networks.

Meeting closed at 21:13pm

Signed.....

Dated.....