

## **Peter Tavy Parish Council**

**Draft minutes of the meeting held on Wednesday 10<sup>th</sup> December 2025, 7:30pm at the Chapel**

**Present:**, Cllr. J. Jeffery (Vice Chairman), Cllr. A. Barton, Cllr. E. Dodd, Cllr. K. Ball.

**Others Present:** The Clerk

**Meeting opened : 19:30pm**

**Item No**

**10/12/**

**1: Apologies for absence**

Cllr. Litwinska, Cllr. D. Chanter, Cllr. R. Myott, Cllr. R. Oxborough.

**2: Declarations of interest**

Cllr. Jeffery No.1 Church Cottage.

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

The draft minutes of the meeting held Wednesday 12<sup>th</sup> November required an amendment to section 12/11/11 from ...that the land now belongs to Mr Hunt to be changed to ... that the land is registered to Mr Hunt. After the change was made the minutes were deemed to be a true and accurate record. Proposed Cllr. Dodd, seconded by Cllr. Jeffery. All in favour then duly signed by the Vice Chairman Cllr. Jeffery.

Councillors have asked that the clerk find out from Land Registry the procedure for objecting against when land is claimed through the village. Cllr. Dodd mentioned a parishioner recently requested salt to be used during icy conditions and he sent them to use the bucket on Genesta corner.

**4: Reports from outside bodies.**

None.

**5: Correspondence.**

ACRE village hall fund email to be forwarded to Steve Carreck by the clerk.

The telephone box purchase contract was signed by Cllr. Jeffery. Councillors decided to let parishioners choose what they would like to do with the telephone box.

**6: Mill Pond.**

Cllr Dodd has drained the pond. He noted that the pond required maintenance as the water is running down the path. Work to clear away the gorse creating the issue will commence as soon as possible. Proposed by Cllr.Barton, seconded by Cllr.Dodd. All in favour.

**7: Playing Field.**

Cllr Ball reported that the playing field is very wet but required no maintenance.

**8. Highways.**

Highways have been out to fix the pot hole at Harford Bridge and Cudliptown. Cllr. Dodd reported the warning cycles sign has been installed on the wrong side, facing the wrong way. Clerk to report.

**9. Planning.**

None.

**10. Church Cottages.**

DMD Electrical reported that the heating is not on at CC No.1 and the air is not being circulated (which effects radon levels within the cottage). Studio Tor the architects attending 16/12/25 will provide a way forward for heating the cottages and if positive air or a PIV system would be viable. Clerk also to contact DMD and Evans Plumbing & Heating to get recommendations and quotes.

Carbon monoxide detectors were fitted in both cottages by DMD Electrical.

Ms Jane Honey of CC No.2 reported a leak under the sink. The work is being undertaken by JH Building Services proposed by Cllr. Barton, seconded by Cllr. Dodd.

Evans Plumbing & Heating was called out as an emergency matter 6/12/25 to repair the boiler and reinstated the hot water. Letters are to be sent to both tenants asking them to declare if a second person is living in either cottage as this will effect the tenancy agreement. Tenants are to respond by 01/01/26.

**11. School bus run.**

None.

**12. Finance to include draft budget**

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

The Clerk Salary Cassandra McDowall	£328.56
The Clerk stationary costs	£13.60
Use of Home Office	£26.00
BT Payphone	£1.00
Paul Nankivell	£950.00
Tavi Tech	£540.00
Tavi Tech	£74.00
Parish Magazine Printing	£93.55
HMRC	£208.43
Land Registry	£7.00
Minus PAYE	-£82.14

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

Admin fee to precept account June	£26.66
DMD Electrical	£336.00
Dave Philips	£105.00
Evans Plumbing & Heating	£96.00
Paul Upcott	£170.00

It was agreed to pay the outgoings proposed Cllr. Ball, seconded Cllr. Barton, 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.

**14. Any other business.**

The previous clerk Julia Balsdon has requested changes to her P45. The clerk is to advise Ms Balsdon to contact HMRC directly as they can update tax records and codes.

Meeting closed at 21:15pm

Signed.....

Dated.....