

Peter Tavy Parish Council

APPROVED Minutes of the ANNUAL GENERAL MEETING held on Wednesday 08th May 2024, 7:30pm at the Chapel

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

Others Present: The Clerk, Major W. Lane, Cllr. R. Oxborough (WDBC).

MEMBERS OF THE PUBLISH SPEAKING BEFORE THE MEETING 15mins allotted time. (none to report)

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

Cllr. K. Ball proposed Cllr. J. Jeffery as Vice-Chairman, Seconded by Cllr. A. Barton 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. J. Jeffery, seconded by Cllr. K. Ball everybody 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

Southern Links Rep – Cllr. E. Dodd

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 23rd May at 7:30pm in the Village Hall.

Clerk to book the village hall and 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 etc.

8: Approval of previous minutes and matters arising

The draft minutes of the AGM held on Wed 10th May 2023 were deemed to be a true and accurate record proposed Cllr. A. Barton, seconded Cllr. K. Ball, all in favour. The draft minutes were duly signed by the Chairman Cllr. D. Chanter.

The draft minutes of the Parish Council meeting held on 17th April 2024 were deemed to be a true and accurate record proposed Cllr. A. Barton, seconded Cllr. K. Ball, 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.

None.

9: Reports from outside bodies

None.

10: Correspondence

2 applications to become a Councillor had been received so far. The Clerk will let Councillors have a list of all applications at the next PC meeting on Wed 12th June when a new member may be co-opted after interviews with each candidate had been conducted.

Dartmoor National Park had sent advance notice of a meeting on 10th May which had been sent around to all Councillors.

Peter Tavy new group Men in Sheds sent a proposal for renewing the Parish Notice Boards as one of its first projects with costings. It was proposed by Cllr. A. Barton and seconded by Chairman Cllr. D. Chanter that this be given the go-ahead all in favour. If the group is not VAT registered, then the PC will need a list of materials to order (or the receipts from) and the group will require their own insurance to carry out the works.

11: Unregistered Land within the Parish

The Clerk is going to chase up maps of unregistered land within the parish from the Land Registry.

Issues with the lane up to Broadmoor Farm are still ongoing with Devon County Highways and Cllr. R. Oxborough is going to attend on site with Cllr. K. Ball to take photographs of the state of the lane, and repairs already carried out by Devon County Highways. Cllr. Oxborough (WDBC) will report to Sir Geoffrey Cox KC MP to make him aware of the issues the householders are facing. Cllr. J. Jeffery said that perhaps we could report to Cllr. P. Sanders in the first instance as D.C. Highways had recently carried out drainage pipe renewals at the top of the lane with no problems.

12: D. Day anniversary

The Clerk was asked to find out timings for any beacon lighting – This can be discussed at the upcoming Annual Parish Meeting.

13: Mill Pond

Once the Mill Pond has had its spring clean it can be filled up ready for the summer months. It was suggested that it would be nice for the clean up to be a community event.

14: Playing Field

Chairman D. Chanter is going to take photographs of the areas on the new play equipment which the Clerk can then forward to Sutcliffe Play as part of a complaint. The Clerk was asked to renew the subscription to the green waste bag collection by WDBC.

15: Highways

Cllr. A. Barton has written to the contractor working for Open Reach to say the Parish would like appropriate notice of any road closures for future works taken out on behalf of Open Reach. The contractor did respond and said it is not always possible to give notice when there is emergency works.

Lower side of the bridge to Higher Mill appears to be washing out, this can be reported to Highways bridges dept.

Potholes are continuing to be reported on the online portal and the more people who report them the better.

16: Planning

None.

17: Church Cottages

The heat loss camera photos have now been taken of number 2 and the tenant of number 1 was told the pictures were being taken but did not light the fire ready. The camera can now go back to WDBC once the pictures have been taken off the camera.

The tenant of number 2 has provided a copy of the chimney sweep certificate in line with the tenancy agreement. The Clerk will ask the tenant of number 1 to provide the same asap for insurance purposes.

A National firm will now be approached to quote for the double glazing and the appointment passed onto Councillors to see who can attend.

12: Finance

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

The Clerk Salary January	385.20
Use of Home Office	26.00
Minues PAYE	- 20.20
	<u>£391.00</u>
<u>Hiscoxs PC Insurance</u>	£ 970.53

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

Admin fee to precept account April	£26.66
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It was agreed to pay the outgoings proposed Cllr. E. Dodd, seconded Cllr. K. Ball all in favour.

The Clerk reported that the bank balances as of the 1st May 2024 were as follows: -

Church Cottages account =	£30,648.05
Precept account =	£15,918.76

The Church Cottages account can now be re-imbursed for the recent bills paid on behalf of the precept account. The Clerk will calculate then present at the next PC meeting.

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 20.45hrs

SIGNED

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