

# South Brent Parish Council

<http://www.southbrent.gov.uk>

## CHAIRMAN

Cllr Mark Copleston  
3 Brent Mill Cottages  
South Brent  
Devon  
TQ10 9JD  
Tel: 01364 73346  
Email: [chairman@southbrent.gov.uk](mailto:chairman@southbrent.gov.uk)



## CLERK

Mrs Julia Willoughby  
PO Box 246  
Totnes  
Devon  
TQ9 9DY  
Tel: 01364 72894  
[clerk@southbrent.gov.uk](mailto:clerk@southbrent.gov.uk)

10 December 2012

Dear

You are hereby summoned to attend a meeting of South Brent Parish Council on Monday 17 December 2012 at 7.30 p.m., in the side hall at the Village Hall, South Brent.

Councillors are reminded to consider whether any items within their Notice of Registrable Interests should be updated.

**Members of the public and the press are most welcome to attend the meeting.**

Yours sincerely

Clerk to the Council

Before the meeting there will be an Open Forum for discussion with members of the public for 15 minutes for items not included on the agenda (each speaker has a maximum of 5 minutes at the discretion of the Chairman).

## AGENDA

1. Record of members present.
2. Apologies for absence.
3. Declarations of interest (nature and extent) with regard to items on the agenda.
4. To consider the granting of dispensations, including a dispensation for Cllr Linda Austin to both speak and vote on the budget and setting of the precept beginning with immediate effect and remaining in place until the next ordinary elections.
5. Public participation session with respect to items on the agenda.
6. Police report (Crime and Disorder Reduction).
7. Confirmation of the accuracy of the minutes of the Parish Council meetings held on 19 and 26 November.
8. Report matters arising from the minutes – for information only.
9. District / County Councillors and DNPA Parish Council representatives report.
10. Parish Council Committees and working groups:
  - Finance Committee** meeting held on 19 November (minutes attached)  
recommendations:
    - A. The total price for the Acer X1SFF Core i3 hard drive should be ascertained (and if possible transfer of software) for use by the clerk.

- B. Contact details for the Standards Board for England need to be removed from the complaints procedure; the grievance and discipline procedures require no changes.
- C. A draft budget for 2013-14 was formulated with no change to the current precept of £40,835. The Council will be unable to make a decision on this until all the relevant factors are to hand and SHDC has advised on the amount of reimbursement for grounds maintenance.
- D. The clerk has reached the salary ceiling and no salary increase is expected for 2013-14; the cleaner is paid at £6.40 per hour from 1.4.13.
- E. The Parish Basic Allowance is available to all elected Councillors.

**Media Committee** meeting held on 3 December (minutes attached)  
recommendations:

- i) The Freedom of Information Policy is amended to include the achievement of Quality Status and the Council's PO Box address.
- ii) The Parish Council signs up to the Devon Community Directory website.

11. Correspondence circulated to Councillors:

- 1) C Parsons, SHDC: council tax benefit is being replaced with a local Council Tax Support Scheme; this could have significant implications for the council tax base and Parish precepts – which will be requested by 1 February 2013.
- 2) P Wood: request for the remaining £25 towards plants for Wellington Square (cheque payable to Mr I N Fenwick).

12. Consider a policy for applications for dispensations: Councillors apply to the proper officer for the dispensation of an interest prior to the relevant meeting (Cllr Glyn Richards).

13. Reports:

South Brent Primary School Link Governor (Cllr Donna Warne);  
Signal Box Working Group (Cllr Cathie Pannell).

14. Consider an application to the TAP Fund by the Old School Community Centre.

15. Update on the General Power of Competence and determination of eligibility (and consideration of the South Brent Community Energy Society share issue).

16. Youth Clubs – options available for 13-17 year olds (Cllr Donna Warne).

17. Vandalism of the toilet in the play area and update on repairs.

18. Part night street lighting in the centre of the village – options for any changes.

19. Options for secure storage of Parish Council deeds and documents.

20. Draft dates for all Parish Council meetings in 2013 (email).

21. Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) South Brent Old School Community Centre: TAP Fund application.
- b) South Brent & District Caring: letter of thanks for the re-directed TAP funding.
- c) Mr R Everett: draft proposed scheme for the A38 South Brent slip way exit.
- d) Devon & Cornwall Police: recorded crime 1.6.10 to 31.5.12 South Brent and Brent Moor.
- e) Devon Association of Local Councils: newsletter.

- f) DALC: newsletter part 2.
- g) Mrs M Haley: Christmas card.
- h) SHDC: street naming and numbering policy.
- i) DALC: 'Rising to the challenge' course for parish councillors.
- j) Preventing Crime in Rural Communities events in February.
- k) SHDC Connect magazine.

- 22. Report highway matters and street cleaning required.
- 23. Finance: Accounts for payment (including honorarium for the cleaner)
- 24. Items for press release and/or the newsletter.
- 25. Items for the next agenda.
- 26. Dates of Parish Council meetings:

14 Jan - Planning Committee (if required);  
21 Jan - Strategy meeting (Chairmen of Committees);  
28 Jan - Parish Council.