

# South Brent Parish Council

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

## CHAIRMAN

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## CLERK

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13 October 2014

Dear

You are hereby summoned to attend a meeting of South Brent Parish Council on Monday 20 October 2014 at 7.30 p.m., in the side hall at the Village Hall, Station Approach, 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 a pecuniary interest (and nature) with regard to items on the agenda.
4. Consider the granting of dispensations.
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 meeting held on 22 September.
8. Report matters arising from the minutes – for information only.
9. District / County Councillors and DNPA Parish Council representatives report.
10. Parish Council Committees, working groups and stakeholder groups:
  - Finance Committee** meeting held on 29 September (minutes attached), recommendations:
    - A. Any Councillor who wishes to discuss an interest in a matter on the agenda with the clerk, should contact her as soon as possible, rather than at the meeting.
    - B. The Village Hall needs to be registered with Land Registry and the VAT position established.

- C. Standing Order 3 (l) is removed; the Model Protocol on filming and recording Council and Committee meetings (attached) is adopted; a notice of this Model Protocol will be available at each meeting; the Parish Council explores facilities to audio record meetings and how these should be stored.
- D. Decisions made by officers must be recorded in writing, be available for public inspection and retained for the prescribed period. Such decisions are reported in full at the next Council meeting, this will continue.
- E. No changes are required to the existing Code of Conduct.
- F. The photocopier has been changed and this will be reflected in the asset register. The 'South Brent' village name signs in Exeter Road purchased recently will also be added and the Village Hall will be included as community asset with a nominal value of £1.
- G. No changes are required to the Financial Regulations.
- H. No changes are required to the complaints, grievance and discipline procedures.

Report on an **informal meeting with representatives of the Action and Community Group** on 6 October (Cllr Greg Wall).

Update on the **development adjacent to Palstone Lane** (Cllr Glyn Richards).

Report on the **DCC Highways Town & Parish Conference** (Cllr Cathie Pannell).

Planning Committee: minutes of the extraordinary meeting held on 22 July to be adopted.

- 11. Station Yard car park: current situation regarding a lease.
- 12. Update on the Council website (Cllr John Rawlinson).
- 13. A meeting to discuss a possible Neighbourhood Plan will take place on 17 February 2015.
- 14. Correspondence circulated to Councillors:
  - 1) South Brent Village Hall: grant application for new fire alarm system (£7,500).
  - 2) South Brent Carnival Committee: grant application towards insurance cost of £536.
  - 3) South Brent Old School Community Centre: grant application for Fitness Centre.
  - 4) SHDC: The Council Tax Support grant will reduce from £4,160 to £3,744 for 2015-16.
  - 5) Office of the Police and Crime Commissioner: the question of Police Officers not attending Council meetings or sending reports will be put to the Chief Constable.
  - 6) Mr D Green: the Council is requested to look again at a possible footway between the Station Yard and the Recreation Field.
- 15. Primary School Link Governor report (Cllr Donna Warne).
- 16. Reinstatement of the disabled parking space in Church Street.
- 17. Should the Council newsletter continue to be posted to homes outside the village?
- 18. Progress with a lease/licence agreement between the Rec. Association and the Parish Council.
- 19. Should the Council consider providing a visitor guide or brochure?
- 20. Update on possible safety measures for Exeter Road (near London Inn Mews).
- 21. Consider works to a hornbeam tree in Station Yard: crown lift and reduction £445.
- 22. Arrangements for the Service of Remembrance.
- 23. Arrangements for Christmas lights 2014.

24. Correspondence available on the table at the meeting (or by arrangement with the clerk):
- a) M Budden: letter of thanks for Community Benefit Funding.
  - b) Diptford Short Mat Bowls Club: letter of thanks for the Council's support with a Town And Parish Fund application last year.
  - c) DCC Highways: road works to be carried out over the winter.
  - d) Sgt. H Gerig: Police crime reports will not be produced, nor will Officers attend meeting.
  - e) Diptford Parish Council: an application to the TAP Fund will be submitted to fund a lengthsman service, will South Brent join this application?
  - f) Ms J Rose: Could a speed hump be provided at the entrance to the village from the Exeter direction where it is very dangerous for pedestrians.
  - g) SHDC: The Parish Council electoral arrangements were not changed by the Local Government Boundary Commission.
  - h) Devon Association of Local Councils: newsletter.
  - i) Devon Senior Voice newsletter.
  - j) Devon Active Communities Co-ordinator: some funding is available for older families and older people.
  - k) Mrs J Cleave: copy of a letter to DCC Cllr S Hughes regarding uneven surface and loose paving stones.
  - l) Totnes and Dartmouth Ring & Ride: next meeting 28 October.
  - m) DCC Highways: The owner of a tree in Harwell Lane which lost a large bough was to have the tree inspected and knows he is responsible for the tree.
  - n) Healthwatch Devon newsletter.
  - o) Police and Crime Commissioner: Mr Hogg raised the question of Police Officers attending Council meetings and Police reports with the Chief Constable (available on 'You Tube' <http://youtu.be/uwuw7qf00CA>).
  - p) DCC Highways: Consultation on DCC gritting and snow clearing ([www.toughchoices.co.uk](http://www.toughchoices.co.uk) Highways services).
  - q) DCC: Proposals for budget savings in waste management.
  - r) DCC Highways: Drybridge closed 13 October 2014 to 29 March 2015.

25. Report highway matters and street cleaning required.

26. Finance:

Accounts for payment.

27. Items for press release and/or the newsletter.

28. Items for the next agenda.

29. Consider applications to the Community Benefit Fund (two applications for over £250 and two for under £250 received up to 12 October 2014).

30. Dates of Parish Council meetings:

3 Nov. - Open Spaces Committee;

10 Nov. - Planning Committee (if required) and Media Committee (if required);

17 Nov. - Finance Committee;

24 Nov. - Parish Council.