

# South Brent Parish Council

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

## CHAIRMAN

Cllr Greg Wall  
8 Hillside Close  
South Brent  
Devon  
TQ10 9AZ  
Tel: 01364 73193  
[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)

8 December 2014

Dear

You are hereby summoned to attend a meeting of South Brent Parish Council on Monday 15 December 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 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 24 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, working groups and stakeholder groups:
  - Finance Committee** meeting held on 17 November (minutes attached), recommendations:
    - A. A salary increase to £7.50 per hour for our cleaner and a 2.2% increase in the clerk's salary is recommended from 1.4.15.

- B. The recommended draft budget totals £48,444 less the Support Grant of £3,744 = £44,700 Precept request (depending on reimbursement for grass cutting from DCC and SHDC). (Draft budget to be forwarded by email.)
- C. The Council continues to offer the Parish Basic Allowance to elected Councillors.
- D. Council meetings are audio recorded with the Council netbook and stored securely for a maximum cost of £100.
- E. No changes are required to the Dignity at Work policy.
- F. The Responsible Financial Officer (the clerk) is included as a signatory of the Parish Council bank accounts but does not sign any cheques.

**Planning Committee** minutes of the meeting held on 10 November to be adopted.

- 11. Station Yard car park: current situation regarding a lease.
- 12. Update on the Council website and community website (Cllr John Rawlinson).
- 13. Planning: any amended applications.
- 14. Correspondence circulated to Councillors:
  - DCC Highways: funding for grass cutting will be restricted in 2015-16.
- 15. Consider support for a TAP fund application by Harberton PC and submission of a TAP fund application for the Old School Centre.
- 16. Report on the SHDC Super Cluster meeting 26 Nov. (Cllr Greg Wall).
- 17. Signing of the lease between South Brent Community Energy Society Ltd. and the Parish Council.
- 18. Reinstatement of the disabled parking space in Church Street.
- 19. Progress with a lease/licence agreement between the Rec. Association and the Parish Council.
- 20. Update on possible safety measures for Exeter Road (near London Inn Mews).
- 21. Report on Christmas lights 2014.
- 22. Consider the commemoration of VE day possibly on 10 May 2015.
- 23. Quality Council status (due for re-accreditation in December 2014) (Clerk).
- 24. Consider arrangements for the Annual Parish Meeting 16 March 2015.
- 25. Calendar of meetings for 2015 (one amendment – Planning & Finance Committee 21.9.15).
- 26. Correspondence available on the table at the meeting (or by arrangement with the clerk):
  - a) SHDC: SHDC will reimburse for grass cutting in 2015-16.
  - b) Devon Association of Local Councils: December bulletin.
  - c) Devon & Cornwall Police: message concerning aggressive door to door sellers.
  - d) DNPA: The Parish Council application to the Dartmoor Communities fund did not succeed (due to S 106 contributions).
  - e) DALC: 2014-16 national salary award.
- 27. Report highway matters and street cleaning required.
- 28. Finance:
  - Accounts for payment.
- 29. Items for press release and/or the newsletter.
- 30. Items for the next agenda.
- 31. Dates of Parish Council meetings:
  - 12 Jan. - Planning Committee (if required); 19 Jan. – Strategy (Chairmen);
  - 26 Jan. - Parish Council.

Please would members of the Finance Committee carry out an internal audit of the Council accounts – thank you.