

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



CLERK

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

10 August 2015

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on Monday 17 August 2015 at 7.30 p.m., in the **Old School Centre, Totnes Road**, South Brent.

Councillors are reminded to consider whether any items in their Register of Interests should be updated.

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

Yours sincerely
Julia Willoughby
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 20 July 2015.
8. Report matters arising from the minutes – for information only.
9. District / County Councillors and DNPA Parish Council representatives report.
10. Decide which ward our co-opted Councillors represent (Village or Brentmoor Wards).
11. Parish Council Committees, working groups and stakeholder groups:
Finance Committee meeting held on 15 June recommendations (deferred from 20 July):

1. Standing Order 5 e) is worded as follows – **The first business conducted at the annual meeting of the council shall be the election of the Chairman and Vice-Chairman of the Council**; no Chairman shall serve for more than four consecutive years (including Chairmen of Committees).
2. All Parish Council minutes, accounts and deeds are digitised professionally and the documents stored either with the DCC archive or at a document storage depot.

Finance and Media Committees held on Monday 27 July 2015 (minutes attached), to consider the Local Council Award Scheme, recommendation:

The Committees suggest to the Parish Council that allowing for the updated information listed, the Quality Award is sought.

(To be addressed - A link to councillors' registers of interests, action plan for the current year, a policy for training new staff and councillors, policy on equality, clerk CPD points, councillor profiles and a community engagement policy, action plan and related budget responding to community engagement and setting out a timetable for action and review.)

12. Station Yard: report on the progress of the lease with SHDC.
13. Correspondence circulated to Councillors:
 - 1) Grant Thornton UK LLP: completion of 2014-15 audit, with no matters to be addressed.
 - 2) DCC: Draft disabled parking and control of waiting order, Church Street, South Brent – amendments (disabled parking bay and restricted parking for 1 hour).
 - 3) Local Government Association: Dementia friendly communities.
 - 4) SHDC Locality Officer: introduction to this service.
14. Planning matters:
 - A. Applications:
 - 0377/15 Change of use from shop and office to shop and open-market dwelling at 15 Station Road, South Brent;
 - 45/1665/15/E Retrospective change of use of land to use for car sales and provision of office building, Wonton Farm, Higher Plymouth Road, Totnes.
 - B. Any amended applications, including:
 - 0297/15 Erection of two storey extension at Glazebrook Farm, South Brent.
15. Provision of new signage: 'South Brent welcomes careful cyclists' sign at the top of Hillside (beneath village name) £92; replacement village map for the Anchor building £98.
16. Report on the DNPA Forum 15 July (Cllr Glyn Richards).
17. Report on the SHDC Forum 27 July (Cllrs Carol Doree and Sue Gaskin).
18. An SHDC Locality Officer has suggested various repairs are required at Sanderspool Cross play area.
19. Arrangements for the Parish Plan Forum meeting 13 October.
20. South Brent Community Benefit Fund, applications invited for grants over £250 by 31 August.
21. Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) South West Water: application for temporary road closure at Shepherds Aish from 2-4 November.
- b) Totnes and Dartmouth Ring & Ride: letter thanking the Council for the grant of £400.
- c) Fire Service, Local Risk Manager: wishing to engage with vulnerable people in our community.
- d) Scouts & Guides: card thanking the Council for the grant received.
- e) Devon Association of Local Councils: August newsletter.
- f) SHDC: changes to the TAP Fund for 2015-16.
- g) SHDC: nominations for The Island and the Old Toll House as Assets of Community Value have been received and will be decided by 23 September.
- h) Devon Senior Voice newsletter.

22. Report highway matters and street cleaning required.

23. Finance:

Accounts for payment.

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

25. Items for the next agenda.

26. Dates of Parish Council meetings:

21 Sept. – Planning Committee;

28 Sept. – Parish Council meeting;

5 Oct. - Finance Committee;

12 Oct. – Christmas lights & Planning Committee;

13 Oct. – Parish Plan Forum;

19 Oct. – Parish Council;

26 Oct. – Beating the Bounds.