

## South Brent Parish Council

[www.southbrent.gov.uk](http://www.southbrent.gov.uk)

### CHAIRMAN

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20 June 2017

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on Monday 26 June 2017, 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 in their Register of Interests should be updated.

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

Yours faithfully  
*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 22 May 2017.
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:  
Minutes of the **Planning Committee** held on 13 March and 15 May 2017 to be adopted; recommendation:  
Proposed amendment to the terms of reference (in italics):
  - 1 Committee to comprise a maximum of 11 members *and a minimum of 8 members.... Quorum 1/3<sup>rd</sup> of members (3 if membership is 8).*

Update from **Defibrillator Working Group** including purchase of a CPR training mannequin £325 + VAT and iPad training unit £335 + VAT.

**Media Committee** meeting held on 5 June (minutes attached) recommendations:

- A. There are no changes to the terms of reference; a further Committee member is needed.
- B. A Youth representative is appointed, to open lines of communication.
- C. The Committee aspires to provide an electronic notice board (possibly outside the Co-op) 32" and at mid-way height, for use by everyone.

**Finance Committee** meeting held on 19 June, any urgent matters (Cllr Glyn Richards).

11. Arrangements to fill the Casual Vacancy.
12. Councillors review their Register of Interests.
13. Consider the future use of the term 'Deputy Chairman' rather than 'Vice Chairman' by the Parish Council.
14. Correspondence circulated to Councillors:
  - 1) Explorer Scout Leader: grant application for £500 for the summer expedition to France.
  - 2) SHDC: possible asset transfer of play areas at St Michael's Close and Crowder Park and the amenity green space at Higher Green.
  - 3) SHDC: feedback on the visit on 25 May regarding street cleaning; weed spraying could be carried out in September – where is this required?.
  - 4) Report from Cllr Heidi Rodriguez on site visit regarding street cleaning, for consideration.
15. Consider the report of the independent internal auditor on the 2016-17 accounts.
16. Certify the Accounting Statements - Parish Council accounts for the year ended 31 March 2017.
17. Consider the Annual Governance Statement (Section 1, Annual Return for the year ended 31 March 2017).
18. Consider the Accounting Statement (Section 2, Annual Return for the year ended 31 March 2017).
19. Update on the proposed resurfacing of pavements in the centre of the village.
20. Progress with the Devon Air Ambulance helipad (Cllr Kelly).
21. Quotations for replacement play equipment for Sanderspool Cross have been received from three companies.
22. Approve the call out charges for the Millennium clock of £150 + VAT and parts.
23. Arrangements and installation of a 'Moor Otter' at the Toll House (Cllr Kelly).

24. Consider whether the Parish Council makes a donation to the 'Moor Otters' project.
25. Consider the quotation received for works to the Jubilee memorial in Wellington Square: clean the plinth £60, repaint sundial £22.50 + VAT.
26. Report on the 'Table Top' meeting for Parliamentary candidates.
27. How will a Traffic and Transport Survey for the parish gather information on the use of electric/hybrid vehicles?
28. Update on the Recreation Field (Cllr Kelly).
29. Consider holding a reception for Twinning in 2018 (Cllr Wall).
30. Consider any Community Benefit Fund applications.
31. Can this community, through the Parish Council, help in the current refugee crisis?
  
32. Finance:
  - SHDC: the play area agreement for Sanderspool Cross will cost £130 for 2017-18, an increase of £30.
  - Accounts for payment.
  
33. Correspondence available on the table at the meeting (or by arrangement with the clerk):
  - a) SHDC: if there are events due, please advise the street cleaning team.
  - b) SHDC: cartons can now be recycled in blue sacks.
  - c) Seafarers UK: Merchant Navy Day 3 September.
  - d) Devon Association of Local Councils: June newsletter.
  - e) South Brent Community Energy Society: spring newsletter.
  - f) Citizens Advice South Hams: letter of thanks for the grant from the Council.
  - g) L Carole: request for next newsletter regarding notices on posts in South Brent, which are not removed.
  - h) Devon Community Resilience Forum newsletter.
  
34. Report highway matters and street cleaning required; also
  - Due to financial constraints there is no planned painting programme for light columns in Devon.
  - Replacement signs are best ordered by the Parish Council.
  
35. Items for press release and/or the newsletter.
  
36. Items for the next agenda.
  
37. Dates of Parish Council meetings:
  - 17 Jul – Planning Committee (if required),
  - 24 Jul – Parish Council,
  - 31 Jul – Open Spaces Committee 7-8 pm; OSSR 8-9pm,
  - 21 Aug - Parish Council,
  - 4 Sep - Planning Committee (if required),
  - 25 Sep - Parish Council.