

South Brent Parish Council

www.southbrent.gov.uk

CHAIRMAN

Cllr Cathie Pannell
Greenfield
Corn Park
South Brent
TQ10 9DG
Tel: 01364 72275
chairman@southbrent.gov.uk



CLERK

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

24 October 2017

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on Monday 30 October 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) including vehicles driving the wrong way in Church Street.
7. Confirmation of the accuracy of the minutes of the Parish Council meeting held on 25 September 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:
 - Update from **Defibrillator Working Group** including confirmation of the location of the third defibrillator at the Old School Centre and installation cost.
 - Minutes of the **Planning Committee** meeting held on 12 June 2017 to be adopted.

Finance Committee meeting held on 3 October (minutes attached)

recommendations:

- A) Parish Basic Allowance is made available to elected Councillors for the year 2018-19.
- B) The Financial Regulations require no changes
- C) The annual fee for the P.O. Box address should be paid by direct debit
- D) The complaints, grievance and discipline procedures require no changes.

Media Committee meeting held on 16 October (minutes attached)

recommendations:

- i) No changes have been notified for the Freedom of Information policy.
- ii) The Media Committee is content to continue with the existing arrangements regarding the printing of the newsletter.

The draft **Open Space, Sport and Recreation Plan** for South Brent is to be adopted by the Council (attached, without appendices).

The website voting module (for play area equipment choices) was installed for £60, authorised by the clerk.

Arrangements for **Christmas lighting** in 2017.

- 11. Consider any response to the SHDC 'One Council' result and decision.
- 12. Correspondence circulated to Councillors:
 - 1) The External Auditor has certified the review of the annual return for the year ended 31 March 2017. Matters reported: a risk assessment has not been undertaken and VAT was incorrectly recovered.
 - 2) Sustainable South Brent: The recent Wood Fair was so successful, the grant of £200 could be returned or used by the Hedgerows and Woodlands group for works in Penstave Copse and Railway Wood.
 - 3) South Brent Community Land Trust: possible role of Constitutional Custodian.
 - 4) South Brent Recreation Association: cleaning of the multi games area has taken place, without the release of S 106 funds the project is £1,800 short.
- 13. Planning application:
 - 0517/17 Loft conversion with flat roof dormer window on the west elevation and rear rooflight at 5 Woodhaye Terrace, Plymouth Road, South Brent.
 - Tree Preservation Order: works are requested to three trees at Brent Mill Business Park.
- 14. Consider appointments to the Open Spaces and Finance Committees, Recreation Association and Burial Ground Committee.
- 15. Information regarding payment of retirement pension at the Post Office, with no bank in the village (Chairman).
- 16. Progress with the siting, choice and possible costs of two Vehicle Activated Speed restriction signs in Exeter Road.
- 17. Progress with the Devon Air Ambulance helipad, costs, funding and official opening event (Cllr Kelly).
- 18. Consider weed spraying the centre of the village (with 'Roundup' or 'Rosate').
- 19. Arrangements for the annual Service of Remembrance and Re-dedication (Cllr Greg Wall).

20. Update on the Recreation Field (Cllr Kelly).
21. Consider holding a reception for Twinning in 2018 and the cost implications (Cllr Wall).
22. Consider the issue of vehicles parking on the cobbles in Wellington Square.
23. Consider any Community Benefit Fund applications.
24. Can this community, through the Parish Council, help in the current refugee crisis?
25. Finance: Accounts for payment.
26. Correspondence available on the table at the meeting (or by arrangement with the clerk):
 - a) DNPA: a grant of £321 will be made for a replacement village map in the Station Yard, subject to confirmation planning permission is not required.
 - b) Devon Association of Local Councils: newsletters.
 - c) South Hams CVS: grant of £100 requested for 2017-18.
 - d) DCC Highways: temporary road closure for winter carnival 25 November.
 - e) DCC: a grant of £800 has been made towards the emergency helipad.
 - f) DCC Highways: works to pavements in Station Road and Church Street could be programmed for January.
 - g) DNPA: Dartmoor Communities Funding has been requested by Brent Island Trust, St Petroc's PCC, and Sustainable South Brent.
 - h) SHDC: a Town and Parish event will be held on 27 November at 6.30 pm, regarding budgets for 2018-19 and TAP Fund changes.
 - i) Torbay and South Devon NHS Foundation Trust: newsletter.
 - j) SHDC: news releases – One Council results and budget setting.
 - k) DCC Highways: grit bins will be filled upon request, via the webpages (and snow warden scheme links).
 - l) SHDC: the deadline for TAP Fund applications is 12 noon on 15 December 2017 <https://www.southhams.gov.uk/article/3855/TAP-Town-Parish-Fund>
 - m) DCC Highways: A Town and Parish Conference will take place on 16 Nov (9.30-4 pm) at Rattery Village Hall.
 - n) Mr J Shepherd: visitor statistics for southbrent.gov.uk
 - o) S Devon Community Safety Partnership: copy of a letter to the Police and Crime Commissioner, expressing concerns regarding a proposed reduction in PCSOs.
 - p) Healthwatch Voices newsletter.
 - q) South Brent Parish Bird Survey 2014-16.
27. Report highway matters and street cleaning required.
28. Items for press release and/or the newsletter.
29. Items for the next agenda.
30. Dates of Parish Council meetings:
 - 6 Nov - Open Spaces Committee,
 - 13 Nov - Planning Committee,
 - 20 Nov - Finance Committee (budget setting),
 - 27 Nov - Parish Council,
 - 4 Dec - Planning Committee,
 - 11 Dec - Parish Council.