

SOUTH BRENT PARISH COUNCIL

Minutes of the Parish Council meeting held on 18th April 2011 at 7.30 p.m. at South Brent Village Hall.

The Chairman welcomed everyone to the meeting.

Open Forum for discussion with members of the public (maximum 15 minutes)

The candidates for the district council election were all present and introduced themselves to the Council (Shruti Gordon; Richard Hosking and Cathie Pannell).

PC 1-4-11 Record of members present

Cllr Mark Copleston in the Chair; Cllrs Jill Elms, Mandy Haley, Susan Jozsa, Peter Kelly, Jane Maunder, Cathie Pannell, John Summers, Greg Wall and Donald Wiseman were present; Julia Willoughby clerk to the Council was in attendance.

Eight members of the public were also present.

PC 2-4-11 Apologies for absence

Apologies had been received from Cllrs Glyn Richards and Donna Warne; County Councillor Trevor Pennington and District Councillor Colin Jones.

PC 3-4-11 Declarations of interest (nature and extent) with regard to items on the agenda

None declared.

PC 4-4-11 Public participation session with respect to items on the agenda

Five residents of Wellington Square were present and the Council agreed to bring an item forward on the agenda: (Correspondence available on the table at the meeting)

d) Mr S Trinder: residents of Wellington Square could take responsibility for planting the stone troughs in the Square. The clerk has contacted the Chairman of the Produce Association, and he considers that it would be appropriate for residents to maintain the planters (rather than the Produce Association). Cllr Cathie Pannell proposed that the residents of Wellington Square could maintain the planters, and the Council would consider a contribution towards costs; this was seconded by Cllr Glyn Richards and **resolved** by the Council.

The Open Spaces Committee will consider the arrangements for reimbursement on 20th June, including a recommendation on an annual cap.

Residents would like to hold a party on the cobbled area of Wellington Square on 29th April between 3-6 p.m.; as landowners, the Parish Council welcomes this plan.

PC 5-4-11 Police report (Crime & Disorder reduction)

PC Jacqui Hopper reported that in March there were ten crimes in the parish: including two incidents of criminal damage, burglary of two sheds, possession of a bladed article (all resolved); criminal damage – lock glued, theft from a vehicle, and theft from a barn (chainsaw).

Everyone is advised to keep bicycles safe and marked for identification; to check the security of outbuildings, to lock the front door if you are in the back garden, and to secure windows – in hot weather it is better to have a stuffy home than a burgled one.

(An item will be prepared for the June newsletter.) PC Hopper and three members of the public left the meeting.

PC 6-4-11 District / County Councillors and DNPA Parish Council representatives report
Cllr Cathie Pannell reported that at SHDC there is an 'end of term' feeling, with no major decisions being made.

The London Inn site is being developed and there are heavy vehicles working with the gates open during the school holiday, the Police will be advised as this could be a safety issue.

PC 7-4-11 Confirmation of the minutes of the Parish Council meeting held on 28th March
The minutes were confirmed and signed.

PC 8-4-11 Report matters arising from these minutes - for information only

Following the last Planning Committee meeting a response was sent to Mr Belli at DNPA regarding the grant of planning permission for the London Inn site.

Ownership of the hedge on the boundary of Courtenay Park adjacent to the footpath to Heather Park has not yet been established.

PC 9-4-11 Correspondence circulated to Councillors:

- 1) SHDC: notices of uncontested election in both the Village and Brentmoor Wards; there were 12 nominees for the 12 seats available.
- 2) SHDC: recommendations of the Parish Remuneration Panel regarding Parish Basic Allowance; this item will be carried forward to the next agenda as it applies to the new Council.

PC 10-4-11 Progress with a survey and design for the proposed pedestrian crossing in Station Road by DCC

A first instalment of £1,500 has been paid to DCC.

PC 11-4-11 Possible lease of the Station Yard car park

No news from SHDC Property Services.

PC 12-4-11 Introduction of part-night street lighting

This work is being carried out for DCC; if there are compelling reasons for street lights to be left on all night, the Parish Council can make a request to DCC.

PC 13-4-11 Parish Council Committees:

Minutes of the of the Planning Committee meeting held on 10.1.11 and 14.2.11; adopted.

Minutes of the of the Open Spaces Committee meeting held on 21.3.11; adopted.

Recommendations of the of the Finance Committee meeting held on 4.4.11:

A) The Committee recommends the following addition (underlined):

2. (f) **The election of the Chairman, who shall not serve more than four consecutive years,** and Vice-Chairman (if any) **of the Council shall be the first business completed at the annual meeting of the Council;**
proposed by Cllr Cathie Pannell, seconded by Cllr Jill Elms and **resolved** by the Parish Council.

B) The Grant Aid Policy requires no changes; noted.

- C) The clerk is paid at SCP 33 with effect from 1.4.11, and the salary ceiling is established; the cleaner will be paid at £6.20 per hour from 1.4.11, as previously agreed; proposed by Cllr Greg Wall, seconded by Cllr Jane Maunder and **resolved** by the Parish Council.
- D) The lone working and health and safety policies are adopted as drafted; with the inclusion in both the grievance and discipline policy at 3.8 “The Hearing Panel would normally be at least three members of the Finance Committee, not including the Chairman of the Parish Council.”
Cllr Peter Kelly proposed that all these policies should be adopted by the Parish Council; seconded by Cllr Jill Elms and **resolved** by the Parish Council.

PC 14-4-11 Consider nominations for the Community Champion Award 2010-11

The Council agreed that this item would be discussed at the end of the meeting (see minute 20-4-11).

PC 15-4-11 Arrangements for the Annual Parish Meeting on 27th April

This meeting will take place at the Old School Centre with the Vice-Chairman in the Chair. Representatives of the Village Hall Committee and the Recreation Association will make a short presentation, and the Committee Chairmen are all asked to make a report at the meeting.

The clerk has invited the two new Councillors to the meeting as well as PC Hopper, County Councillor Trevor Pennington and District Councillor Colin Jones.

PC 16-4-11 Report on progress with the Adventure trail at Palstone Park, and payment details

Cllr Peter Kelly advised that the adventure trail is not in use just yet, as the grass is growing! The grant from the Dartmoor Sustainable Development Fund is to be released soon.

Councillors were thanked for attending the official opening of the refurbished skate park on 30th March.

PC 17-4-11 Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) Mr & Mrs A Doree: they oppose the introduction of car parking charges in the Station Yard and an increase in council tax, and will contact all the traders in the village.
- b) Mrs J Sandry: wishes free car parking to continue even if it means a few pounds on the rates.
- c) Mr R Toogood: it is important that the village car park remains free, and would it be cost effective for SHDC to make it pay and display. The Council is grateful to all those who have expressed their views on this matter.
- d) Mr S Trinder: residents of Wellington Square could take responsibility for planting the stone troughs in the Square; see minute 4-4-11 above.
- e) Sustainable South Brent: letter of thanks for the grant of £250 from the Council, and an open invitation to contact Mrs H Hall to visit the school garden.

- f) South Brent Recreation Association: letter of thanks for the grant of £7,400 from the Council and thanking those who attended the official opening of the refurbished skate park.
- g) Community Council of Devon: invitation to join the Members Forum (meets quarterly). This item will be carried forward to the next meeting.
- h) Insp. Tomlinson: update on the future structure of policing in the area.
- i) SHDC: Councillors must notify the monitoring officer of any gift or hospitality of over £25 received.
- j) DCC: the Devon Record Office is looking for volunteers to transcribe the 1840 tithe map apportionments for each parish.
- k) South Hams Council for Voluntary Service: request for Parish Councillor 'specific point of contact'. This item will be carried forward to the next meeting.
- l) South Devon and Dartmoor Community Safety Partnership newsletter.
- m) Mr W Anderson: emails expressing concern that the precept has increased and at the decision making processes of the Council. The Chairman of the Finance Committee has drafted a response, which the Council agreed should be sent to Mr Anderson. It was noted that Mr Anderson sought responses from individual Councillors, but the Parish Council is a corporate body.
- n) Devon Association of Local Councils: information on the nomination of parish members to Dartmoor National Park Authority (nominations to be made at the May meeting). This item will be carried forward to the next meeting.

All noted by the Parish Council.

PC 18-4-11 Report highway matters and street cleaning required; a request has been made for the edges of the steps between Clobells and Plymouth Road to be painted

The Council agreed that it would be worth requesting that the steps are painted; Cllr Greg Wall will contact DCC.

The new SHDC two person street cleaning system seems to be working well.

PC 19-4-11 Finance

i) Accounts for payment:

PAYMENTS:

DCC: (cheque signed 4.4.11) initial payment for design of new pedestrian crossing in Station Road	1500.00
South Brent Village Hall: grant towards repairs to roof	500.00
South Brent Recreation Association: grant towards insurance costs	400.00
SWW (Direct debit): charges for toilet at Sanderspool Cross	7.50
Entanet Int. Ltd (Direct debit): monthly broadband fee	(16.64)
South Brent Village Hall: room hire	9.38
EDF Energy (Direct debit): quarterly bill, S. Cross toilet	36.80
Devon Association of Local Councils (deducted from precept): annual subscription	552.82
Veaseys Printers: March newsletter	145.08
Viking Direct: stationery	63.37
M Copleston: reimbursement of 2 meals at Annual Parish Dinner	

(Mr & Mrs G Jordan) (Chairman's Allowance)	39.90
Payroll	1433.02
TOTAL	4687.87
RECEIPTS:	
Western Power: wayleave	24.60

The accounts were approved for payment and the cheques signed.

ii) Draft accounts for the year ended 31.3.11: the clerk advised that the accounts would be ready for the Annual Parish meeting.

PC 20-4-11 Items for press release and/or the newsletter

A press release will be issued to notify parishioners about the Annual Parish meeting. PC Hopper will prepare an item for the next newsletter; the election results will also be included.

An email has been sent on to all members of the Council inviting them to a meeting on 10th May to discuss a Caring service for South Brent.

Members of the public were thanked for attending the meeting and all left.

Consider nominations for the Community Champion Award 2010-11

The following nominations have been received:

Vicarage Road Allotment Association,
Senior Citizens Lunch Club,
Sustainable South Brent – Composting and Re-use Centre,
SSB – Community School Garden,
Tim Harvey, 1st South Brent Scout Group.

A ballot produced a majority vote for Tim Harvey who will be presented with the Community Champion Award shield at the Annual Parish meeting.

PC 21-4-11 Items for the next agenda

The Devon Community of the Year competition will be included on the agenda for the May meeting.

The Chairman thanked Cllrs Jill Elms and Susan Jozsa for all their efforts and valued service as members of the Council.

The meeting closed at 8.45 p.m.