

SOUTH BRENT PARISH COUNCIL

Minutes of the Parish Council meeting held on 27th June 2011 at 7.30 p.m. in South Brent Village Hall.

The Chairman welcomed everyone to the meeting.

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

Mr Hopwood raised concerns about very limited visibility for drivers leaving the London Inn site. The developers are using a 'Caution concealed entrance' sign outside the former pub building because there is no visibility when leaving the site to the right hand side.

The Council agreed that a letter should be sent to DNPA as this is a problem which will not be rectified by the approved development of the site.

PC 1-6-11 Record of members present

Cllr Mark Copleston in the Chair; Cllrs Mandy Haley, Laura Howe, Peter Kelly, John King, Jane Maunder, Glyn Richards, John Summers, Greg Wall and Donna Warne were present; Julia Willoughby clerk to the Council was in attendance.

Seven members of the public were also present.

PC 2-6-11 Apologies for absence

Apologies have been received from Cllrs Cathie Pannell, Donald Wiseman and County Councillor Trevor Pennington.

PC 3-6-11 Declarations of interest (nature and extent) with regard to items on the agenda

Cllr Greg Wall declared a prejudicial interest in Correspondence (1) a grant application from the PCC, as he is a Church Warden.

Cllr Mandy Haley declared a prejudicial interest in Correspondence (2) a grant application from the Scouts for their summer expedition, as she will be taking part; and a personal interest in planning application 0247/11 as the applicant is a friend.

Cllr John King declared a personal interest in Correspondence (2) a grant application from the Scouts, as he will be helping with fund raising for the trip.

PC 4-6-11 Public participation session with respect to items on the agenda

Mr Peter Moore asked Councillors why they had abstained from voting at the public meeting regarding unauthorised use of the land at Marley Head as a travellers' site. Mr Moore was advised by various individual Councillors that they felt it was inappropriate for them to do so; DNPA will contact the Council for a view on enforcement action and until all the facts are known a vote at the public meeting would predetermine the matter; the Council is a corporate body and acts accordingly.

District Councillor Smerdon reported that representations are being made regarding the payment of business rates by one of the landowners.

PC 5-6-11 Police report (Crime and Disorder Reduction)

A report from PC Jacqui Hopper states there were three crimes in the parish during May: theft of milk from the doorstep, theft of hosepipe and theft of money from a cash box.

Cyclists are advised to secure their bicycles properly at all times, also to mark their bicycles and register them at www.immobilise.com

Drivers are advised to secure their vehicles following the theft of catalytic converters from larger vehicles e.g. 4x4s.

PC 6-6-11 District / County Councillors and DNPA Parish Council representatives report. District Councillor Peter Smerdon reminded the Council about the 'super cluster' meeting on 13th July.

Consultation is being carried out by the Highways Agency regarding the removal of Dry Bridge over the A38 near Rattery.

PC 7-6-11 Confirmation of the minutes of the Parish Council meeting held on 23rd May, and the Public Meeting held on 13th June

Both sets of minutes were confirmed and signed.

PC 8-6-11 Report matters arising from the minutes – for information only

It was noted that both the DNPA Parish Council representatives recently elected for SHDC and Teignbridge areas are from Teignbridge – which has the larger number of parish councils.

PC 9-6-11 Correspondence circulated to Councillors:

- 1) St Petroc's PCC: request for contributions towards grass cutting costs in 2010 (£589.50) and possibly for 2011 (£528). (*Cllr Greg Wall left the room whilst this item was discussed.*) Cllr Peter Kelly proposed that a grant of £589.50 is made, subject to the agreement of the Councillors who are members of the Burial Ground Committee (Cllr Cathie Pannell and Donald Wiseman) – delegated to the clerk; it was noted that the Council has not budgeted for two years payments in this financial year; this was seconded by Cllr Glyn Richards and **resolved** by the Council.
- 2) 1st South Brent Scout Group: a grant of £750 is requested towards the summer expedition to the Outer Hebrides. (*Cllr Mandy Haley left the room whilst this item was discussed.*) Mrs Fiona Harvey explained that every 3 or 4 years a big expedition is planned (e.g. France in 2008); the young people will find out about a different way of life, explore a deserted island, visit sea caves etc. An application has been made to Feoffees for funding and the Scouts have been packing bags at supermarkets. 20 children and 13 adults will take part in the trip. The clerk advised the Council that Section 137 of the Local Government Act 1972 gives councils the power to do anything that will benefit the community – or part of it – where there is not a specific power covering the action. The budget line for S137 has to cover the Christmas lights which will cost about £1,500, but no other payments have yet been made.
Cllr Peter Kelly proposed that the Scouts are encouraged to deliver the Council newsletter for a year and receive the deliver charge (£260) as part of the grant, the balance of £490 to be granted unless the expedition is fully funded from other sources, when the grant should be returned to the Council. Cllr John Summers seconded this proposal and this was **resolved** by the Council. (A counter proposal that no grant should be made for revenue funding was not seconded.)
- 3) BT Payphones: proposed removal of payphone in Exeter Road. It was noted that the phone has not worked for some months but the kiosk is a part of the local heritage. (The phone kiosk at Aish was due to be removed, but is still

functioning.) DNPA made a case to BT that the phone kiosks should remain, but have had no response.

Cllr Donna Warne is afraid that the kiosk in Exeter Road could be in danger as the developers are undermining it. There is a notice on the kiosk, but this is behind high fencing and cannot be read, as there should be a 90 day consultation period before the payphone is removed. It could be welded up and relocated; the developers would assist with this.

The Devon Association of Local Councils advises that phone kiosks should not be adopted, but that BT should be persuaded to maintain them.

As the notice in the phone box cannot be read, BT will be contacted to extend the consultation period and the matter will be included on the agenda for 18th July. (The Action Group will be sent a copy of the notice.)

- 4) DNPA: a planning workshop will take place on 14th July; Cllr Laura Howe and Glyn Richards will attend.
- 5) Devon Association of Local Councils: election of County Committee (*Cllr Glyn Richards has been nominated by the Council, and left the room while this matter was discussed*). The Council can vote for up to 5 candidates; it was agreed that only one vote would be cast – for Cllr Glyn Richards.

(Chairmanship of the meeting was handed to Cllr Glyn Richards Chairman of the Planning Committee.)

PC 10-6-11 Planning matters

i) Applications:

0233/11 Single storey rear extension at 2 Lutton Cottages, South Brent; the Parish Council is surprised that this application was validated and there is insufficient information showing the adjoining properties (including the location plan).

0236/11 Agricultural building (155sqm) for storage of tractor and farm equipment at higher Downstow, South Brent (approved on 8.6.11); application approved – noted.

0247/11 (*Cllr Mandy Haley left the room while this application was discussed*). (Certificate of Lawfulness) Erection of conservatory to rear of property at 6 Brookwood Close, South Brent; the Parish Council has no objection to this application.

0259/11 Agricultural dwelling at Doney Park Farm, South Brent (and amendment); the Parish Council has no objection to this application.

0267/11 Installation of solar photovoltaic panels to existing garage roof at Splatton, South Brent; the Parish Council has no objection to this application.

ii) Planning consultations:

- Planning for Traveller sites; the Chairman advised that this is an 89 page consultation, it was agreed that it is too complex for the Council to respond in the timescale.

- Relaxation of planning rules for change of use from commercial to residential; the Chairman advised that this is a 66 page consultation, it was agreed that it is also too complex for the Council to respond in the timescale. (Chairmanship of the meeting was handed back to Cllr Mark Copleston.)

PC 11-6-11 Parish Council Committees

Media Committee meeting held on 6th June and recommendations:

- A) If there are any cost implications for running the Parish Council website, an application should be made to the Council for reimbursement; this was proposed by Cllr Peter Kelly, seconded by Cllr Greg Wall and resolved by the Council.
- B) No alterations to the terms of reference are needed; noted.

Finance Committee meeting held on 20th June; recommendation:

- Approval of sections 1 and 2 of the annual return for audit; the accounting statements and governance statement on the Annual Return are accepted, as drafted. This was proposed by Cllr Greg Wall, seconded by Cllr Peter Kelly and **resolved** by the Council.

PC 12-6-11 Progress with the design for the proposed pedestrian crossing in Station Road
A site meeting took place on 13.6.11; Ian James – DCC Highways, Jo Rumble – DNPA; Cllr Glyn Richards and the clerk were present.

It was noted that it would be helpful to have a wider footway at the (new) entrance to the Post Office. DNPA would be keen to see a quality scheme, and there was some discussion of whether both sides of the road would need work, and whether markings would be required on the road surface.

It is probable that the footway will be extended from the far corner of Mornington House. DNPA may be able to assist with materials. Cycle racks might have to be situated near the Anchor Building on the adjacent sloping granite paving. It was agreed that this project is primarily for pedestrian safety (not to slow down traffic). Drawings will be worked on in the coming weeks.

PC 13-6-11 Possible lease of the Station Yard car park
Following a visit to the village by the SHDC Chief Executive, a site meeting will be arranged with the Estates Manager to discuss a lease.

PC 14-6-11 Submission of an application to the Devon Community of the Year competition
The Chairman, Cllr Mandy Haley and the clerk have been working towards making the submission by 30th June.

PC 15-6-11 Report on progress with the Adventure Trail at Palstone Park, proposed summer workshops and payment arrangements

Cllr Peter Kelly reported that the adventure trail has been officially opened, and some repairs and improvements have been required. A two day summer workshop will be held to make an interpretation sign display for the adventure trail; this has attracted a grant from the Dartmoor Sustainable Development Fund, and as an extension of the project Cllr Glyn Richards proposed that the Parish Council should continue to act as the Accountable Body, (*Cllr Peter Kelly declared a personal interest*) this was seconded by Cllr Greg Wall and **resolved** by the Council.

The adventure trail is proving very popular; unfortunately, glass has recently been smashed and left around the adventure trail, the Police are aware of this and steps are being taken.

PC 16-6-11 Report from Dartmoor National Park Forum
Cllr Laura Howe attended the meeting held on 27th May, her report is attached.

PC 17-6-11 Consider local website proposal for car sharing

Cllr Laura Howe reported that this suggestion has come from the DNP Forum; a parish based lift sharing scheme might be more successful and could come under the umbrella of the DCC car share scheme. Sustainable South Brent agrees that it could work, and DNPA has funding available; Cllr Howe will contact Mr John Shepherd, the Parish Council webmaster to explore what might be possible.

PC 18-6-11 Visit to the Land Registry Office in Plymouth regarding land owned by the Council

The clerk took the Parish Council deeds to the Land Registry office as all local councils are being encouraged to ensure the land or buildings they own are registered. It was established that the play area at Sanderspool Cross was not registered, but the £40 fee was paid and this is now all in order. If the Council wished to register the Queen Mother's Garden in Clobells (which is unregistered), a further £40 fee would have to be paid, and any interested parties would be contacted by Land Registry – if the registration was disputed, the Council would incur the legal costs.

This question will be deferred to the Open Spaces Committee, also to consider other parcels of land where there is an issue which needs to be addressed (e.g. next to the steps at Clobells).

PC 19-6-11 Consider how the Parish Council could mark Her Majesty's Diamond Jubilee
This item will be carried forward to the next agenda.

PC 20-6-11 Local arrangements for glass recycling

Cllr Laura Howe asked whether there could be another glass recycling bank and tetra pack recycling in the village. SHDC will be contacted to find out what their plans are to improve recycling rates.

PC 21-6-11 Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) South Brent Primary School: consultation on a Multi Academy Chain partnership (responses by 10.6.11); due to the tight timescale a response could not be made by the Council.
- b) Cllr L. Howe: background to local website proposal for car sharing.
- c) M Retallick: request for support for election of Parish representative with DNPA.
- d) Ivybridge & District Association of Parish Councils: AGM 20.7.11 Cllr Glyn Richards will attend.
- e) DCC Highways: temporary road closures for street fair, summer carnival and winter carnival.
- f) DCC Emergency Planning newsletter.
- g) South Hams CVS: AGM 12.7.11 and call for nominations for the Board of Trustees.
- h) SHDC: a 'Super Cluster' meeting will take place on 13th July (7.00 p.m. at The Watermark, Ivybridge); Cllrs Laura Howe and Jane Maunder will attend.

All noted by the Parish Council.

PC 22-6-11 Report highway matters and street cleaning required.

Cllr Greg Wall will contact DCC Highways regarding surface water which collects on the Jubilee Bridge, the poor state of the road surface in Stockbridge Lane and concerning ownership of the hedge between Heather Park and Courtenay Park.

DNPA will be contacted to advise that the footpath between Ladies Wood and Owley has holes and mounds on it.

PC 23-6-11 Finance:

i) Accounts for payment including payment of Parish Basic Allowance to Councillors and half yearly honorarium to cleaner;

SWW (Direct debit): charges for toilet at Sanderspool Cross	7.50
Broker Network Ltd: (cheque signed 6.6.11) annual insurance premium	1166.73
Earth Wrights Ltd: (cheque signed 21.6.11) second phase of Adventure Trail	13662.36
Totnes and Dartmouth Ring & Ride: grant	500.00
South Hams Citizens Advice Bureau: grant	150.00
South West Grounds Maintenance: June invoice	275.40
Entanet Int. Ltd (Direct debit): monthly broadband fee	16.64
South Brent Village Hall: room hire	9.38
South Brent Old School Centre: room hire 11.60; photocopying 16.68	28.28
Ricoh: lease of photocopier	56.75
T Fivash: delivery of newsletter	65.00
Devon Association of Local Councils: training course 16.6.11	66.00
South Brent Recreation Association: grant towards Adv. Trail	6050.00
R Illman: treatment /painting over graffiti in shelters	300.00
South Hams District Council: repair to safety surface (play area)	132.40
Hawthorns Accounting Services Ltd: update accounting system	30.00
P Sitton: reimbursement for plants (Well. Square)	30.30
Payroll	1540.96
HM Revenue & Customs only: quarterly payment of tax & N.I.	592.59
Laura Howe: Parish Basic Allowance (£102 less 20% tax)	81.60
TOTAL	24761.89
RECEIPTS:	
G Jordan: donation – Christmas lights	20.00
HM Revenue & Customs: refund of VAT	6678.70
Entanet Int. Ltd: part refund	93.44

The accounts were approved for payment and the cheques signed.

ii) Insurance cover: the payment made was for a 3 year term; to change the renewal date to 1st October a further payment of £61.40 is due

Cllr Glyn Richards proposed that the 3 year fixed term remains with a change of renewal date considered after this period; seconded by Cllr Greg Wall and **resolved** by the Council.

PC 24-6-11 Items for press release and/or the newsletter

None.

PC 25-6-11 Items for the next agenda

A Christmas lights working party meeting; the removal of the phone box in Exeter Road; Dartmoor Partnership and the car share website will be included on the agenda for 18th July.

The meeting closed at 10.10 p.m.

DRAFT