

Minutes of the Parish Council meeting held on 28th November 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)

Nothing was raised.

PC 1-11-11 Record of members present

Cllr Mark Copleston in the Chair; Cllrs Mandy Haley, Peter Kelly, Jane Maunder, Glyn Richards, Greg Wall, Donna Warne, Donald Wiseman and three members of the public were present; Julia Willoughby clerk to the Council was in attendance.

PC 2-11-11 Apologies for absence

Apologies have been received from Cllrs Laura Howe, John King, Cathie Pannell, John Summers and District Councillor Peter Smerdon.

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

Cllr Mandy Haley declared a personal interest in item 9 (5) a grant request from Ivybridge & District Inter Parish Quiz – as she is a member of the South Brent team.

Cllr Peter Kelly declared a personal interest in item 28 an application from the Recreation Association to be included with the Parish Council insurance cover (reimbursing their costs), as he is the Chairman of that organisation; Cllrs Mark Copleston, Jane Maunder and Donald Wiseman declared a personal interest in the same item as they are Trustees of the Recreation Association.

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

Mr Martin Goss and Ms Jo Rothon offered to answer any questions regarding the planning application for the allotment field, and the tree works requested.

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

PC Hopper has reported there were eight crimes in the parish during October including: two incidents of criminal damage to motor vehicles; criminal damage to property; possession of class B drugs; theft from vehicle; theft (insecure community building); burglary dwelling (jewellery and cash taken).

Everyone is reminded of the 101 phone number for non-emergency calls to the Police.

PC 6-11-11 District / County Councillors and DNPA Parish Council representatives report.

County Councillor Trevor Pennington advised that the 'Backing Devon' strategic plan 2011-2015 has been published.

Remedial works will be carried out at Drybridge over the A38.

The Chairman reported that representatives of the Parish Council met with DCC and DNPA officers last week to discuss the proposed pedestrian crossing point in Station Road; following an original quote of £10,000 for this project, now that it has been designed the cost has risen to £30,000. Cllr Pennington advised that the scheme should go to a DCC Highways Committee meeting for approval, and funding will need to be sought.

District Cllr Cathie Pannell will be asked whether the Dartmoor Lodge in Totnes Road has an alcohol licence.

PC 7-11-11 Confirmation of the minutes of the Parish Council meeting held on 17th October
The minutes were confirmed and signed.

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

None. The Council agreed that matters relating to the Allotment Association could be brought forward on the agenda.

Vicarage Road Allotment Association:

Progress with valuation of the field for the proposed planning application

A valuation has been carried out by Savills (at no cost), and advice has been received from the Council's solicitor that the uplift clause is unlikely to take effect as the land will not increase in value (beyond the purchase price) with permission for sheds and a greenhouse on the land. Cllr Peter Kelly proposed that the planning application is submitted; this was seconded by Cllr Greg Wall and **resolved** by the Council.

Tree works requested

Following a recent site visit, Brian Beasley Trees Officer with DNPA has advised that trees should not be taken down, but the canopies of overhanging trees managed, with some shortening of branches. A request will be put in writing to the Council by VRAA.

PC 9-11-11 Correspondence circulated to Councillors:

- 1) J Halliday, DCC: request for a payment of £3,700 for the proposed Station Road crossing, and there will be no funding available for this project from the Highway Authority budget. The clerk advised that an invoice requested for the work carried out amounts to £134.91 (to the end of September). A formal application will be made for this project to go before the DCC HATOC Committee in January, and funding will be sought.
- 2) J Halliday, DCC: new cycleways in Exeter Road have not introduced an additional hazard; a shared footway/cycleway on the western side of Exeter Road would cost £70,000. The Council is very concerned about road safety on the Plymouth side of the village in Exeter Road (where it is not possible to provide a pedestrian crossing point).
In particular, at the London Inn site the opportunity to include a footway next to this development wide enough to accommodate a cycleway should not be missed. (The letter will be copied to Cllrs John Hart, Stuart Hughes and Trevor Pennington.) Outstanding matters: a dropped kerb in Plymouth Road is due to be altered; a collapsing hedge also in Plymouth Road is the responsibility of BT and the ownership of a hedge in Courtenay Park will be ascertained through Land Registry.
- 3) E Briens, DNPA: a contribution of £200 is sought towards a new metal handrail alongside the steps at Lydia Bridge. Cllr Peter Kelly proposed that a wrought iron rail should be requested and a grant of £200 made; seconded by Cllr Donald Wiseman and **resolved** by the Council.
- 4) V Shaw: request for one street light in Wellington Square to remain lit all night (for safety and security). The clerk advised that this request needs to go to DCC; a comment that the timing of part night lighting in the winter is not ideal (00.30 to 05.30).

- 5) Ivybridge & District Inter Parish Quiz 2012: a contribution of £10 is requested towards annual running costs. Sections 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 another specific power covering this action. Cllr Glyn Richards proposed that a grant of £10 is made under S 137; seconded by Cllr Jane Maunder and **resolved** by the Council.
- 6) Victim Support: grant request (also S 137). Cllr Glyn Richards proposed that a grant of £25 is made under S 137; seconded by Cllr Jane Maunder and **resolved** by the Council.

PC 10-11-11 Vicarage Road Allotment Association:

Progress with valuation of the field for the proposed planning application;

Tree works requested

See minute 8-11-11 above.

PC 11-11-11 Parish Council Committees:

Planning Committee minutes of the meeting held on 10th October (available at the meeting) these were adopted by the Council.

Finance Committee minutes of the meeting held on 7th November attached; recommendations:

A) St Petroc's PCC is refunded £528 for 2011-12 before the end of March 2012 (to prevent payments being in arrears); proposed by Cllr Peter Kelly, seconded by Cllr Glyn Richards and **resolved** by the Council.

B) Parish Basic Allowance is available to Councillors again for 2012-13; proposed by Cllr Donald Wiseman, seconded by Cllr Glyn Richards and **resolved** by the Council.

C) A precept request of £42,680 is recommended (proposed budget attached) subject to confirmation from SHDC that reimbursement for grass cutting will be made for 2012-13. SHDC has confirmed that reimbursement will be made for 2012-13, so Cllr Donald Wiseman proposed that the budget line for grass cutting is reduced to £2,000, and the total budget and precept request for the next financial year is £41,065; seconded by Cllr Greg Wall and **resolved** by the Council.

D) The clerk's salary is paid at SCP 34 (+ 2.5% to allow for the national recommendation), and the cleaner is paid at £6.35 per hour from 1.4.12; proposed by Cllr Greg Wall, seconded by Cllr Jane Maunder and **resolved** by the Council.

E) A further 5 year contract with the independent auditor is signed; proposed by Cllr Greg Wall, seconded by Cllr Donald Wiseman and **resolved** by the Council.

Christmas lights working group meeting held on 7th November; Cllr Glyn Richards reported that the installation took place on 25th November, and when a lighting feature was not provided for a shop which supplies electricity Torbay Display were asked to relocate a feature from 3 to 4 Fore Street. The Chairman thanked Cllr Richards for dealing with this matter.

Tinsel for the festoon cables has not been provided as it had not arrived.

Cllr Peter Kelly was thanked for his assistance with the timer control of the lights, and it was agreed that it was very successful switching on the lights on the same evening as the winter carnival.

Media Committee recommendation:

Freedom of information policy the charging structure is amended to 'the actual cost of postage' and the charge per A4 sheet is doubled to 20p to help cover administration costs; proposed by Cllr Peter Kelly, seconded by Cllr Glyn Richards and **resolved** by the Council.

PC 12-11-11 Progress with the design and funding of the proposed pedestrian crossing in Station Road

The proposal will need to go before the DCC HATOC Committee; the Council has earmarked reserves of £12,500 for this project. Applications could be made to the Dartmoor Sustainable Development Fund and Sustrans for funding. Following a meeting with Ian James (DCC) and Jo Rumble (DNPA) on 24.11.11 it is evident that it will be necessary to work with DCC and use their contractors to carry out the works.

PC 13-11-11 Cycleways in Exeter Road
(See minute 9 (2) above.)

PC 14-11-11 Update on the removal of the red phone kiosk from Exeter Road

There seems to be nothing further to be done through BT or OFCOM, even our M.P. has had no response from the CEO at BT.

The developers of the London Inn will therefore be asked to reinstate a pre-1953 King George red phone kiosk for the community.

PC 15-11-11 Consider whether the Snow Warden scheme can be taken up in South Brent

Cllr Greg Wall advised that two volunteers had come forward for this role, but only Mr George Watson had offered to carry out the training offered by DCC. PC Hopper has offered an area at the Police Station for storage of salt. Cllr Donna Warne proposed that Mr Watson should be the parish snow warden; this was seconded by Cllr Mandy Haley and **resolved** by the Council.

PC 16-11-11 Report on the parish cluster meeting held in Totnes

Cllr Greg Wall attended a recent meeting. There is funding available from 'Totnes on the Move' for sustainable transport matters (possibly for the Station Road crossing), and DCC and SHDC are keen for parishes to complete a spreadsheet regarding services which might be carried out through the parish council – this was completed at the meeting, with most services needing to be co-ordinated centrally for economies of scale.

PC 17-11-11 Open Spaces matters

- Maintenance/ownership alongside No.1 footpath: Cllr Peter Kelly advised that the Recreation Association has recently spent £450 on hedge trimming along this boundary; he requested that in future property owners at Hill View and in Heather Park are contacted in the autumn to cut the hedge. This was agreed.
- Report on infant play equipment at Sanderspool Cross: a meeting with SHDC officers regarding the toddler multi-play equipment offered a solution to ongoing maintenance costs by blocking up two crawl holes at a cost of £141 + VAT; this was proposed by Cllr Glyn Richards, seconded by Cllr Donald Wiseman and resolved by the Council.

PC 18-11-11 Application from Cllr Laura Howe for a leave of absence

Cllr Howe is not living in the area at present, but hopes to return in February 2012; Cllr Peter Kelly proposed that she is granted a leave of absence until the end of February 2012, this was seconded by Cllr Jane Maunder and **resolved** by the Council.

PC 19-11-11 Election of a Parish Council sustainable transport representative
This item will be deferred until February 2012.

PC 20-11-11 Report on the Service of Remembrance and 11th November 2011
Both occasions went well with good attendances.

PC 21-11-11 Consider arrangements for Her Majesty's Diamond Jubilee celebrations
The Chairman will meet with the Vicar regarding the Civic Service. A quote for additional wording on the plinth in Wellington Square will be included on the December agenda.

PC 22-11-11 Provision of 'Gateway to the Moor' signs
This item will be deferred until February 2012.

PC 23-11-11 Consider the introduction of a Junior Community Champion Award
Cllr Peter Kelly suggested that an award be introduced for those aged 18 years and under, this was agreed by the Council and will be included in the December newsletter.

PC 24-11-11 Siting of a new seat in Corn Park
A new bench for Corn Park cannot be located on the corner near No. 13 as there is BT cabling under the surface. Cllr Cathie Pannell will be asked to investigate an alternative.

PC 25-11-11 Consider the list of dates of meetings in 2012
The prepared list was agreed with the addition of the Annual Parish Meeting which will take place on 2 May 2012.

PC 26-11-11 Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) South Hams CAB: grant application for 2012-13; this will be considered during the next financial year.
- b) Totnes and Dartmouth Ring & Ride: grant application for 2012-13; this will be considered during the next financial year.
- c) P Sparkes: toilet paper should be provided in the toilet at Sanderspool Cross. Due to the views expressed, Cllr Peter Kelly proposed that SHDC is asked to check the toilet and report back to the Council, this was seconded by Cllr Donald Wiseman and resolved by the Council.
- d) DNPA: the parish link member of the Authority with South Brent is Mr John Nutley.
- e) SHDC: specific questions on the Devon Home Choice Allocation policy can be raised, but not specific applicant details. An officer will be asked to attend a Council meeting to explain the allocation policy.
- f) DNPA: the National Park Forum takes place on 25.11.11 (Cllr Summers to attend).
- g) DCC: signing works for the cycle lane in Exeter Road will be completed soon.
- h) Devon Association of Local Councils newsletter.
- i) Came & Company: parish council insurance newsletter.

- j) DCC: temporary prohibition of traffic orders –
 14.12.11 (to 19.12.11) Plymouth Road, South Brent;
 9.1.12 (to 10.1.12) Station Road, South Brent;
 23.1.12 (to 27.1.12) footpath between 55 and 56 Clobells, South Brent.
- k) South Devon Healthcare NHS Foundation Trust: Exceptional Award for Torbay Hospital.
- l) P Weston: expert help is available for neighbourhood planning.
- m) Highways Agency: 157 trees are to be felled next to the A38 near Marley Head.
- n) Devon & Somerset Fire & Rescue Service: consultation on response to automatic fire alarms.
- o) Totnes Community Wind Farm Team: open day.
- p) No to wind turbines south of the Kingsbridge-Torcross road: the Council's support in objecting to application 10/2824/11/F is sought.
- q) SHDC: summary of responses to the future of standards consultation.
- r) Dartmoor Hill Farm Project: newsletter and information sheets.
- s) 'Clerks & Councils Direct' magazine.
- t) 'Open Door' newsletter from Tor Homes.
- u) South Hams 'Connect' magazine.

All noted by the Parish Council.

PC 27-11-11 Report highway matters including outstanding issues, and street cleaning required

Cllr Greg Wall advised that potholes are due to be filled soon. (Cllr Pennington left the meeting.)

PC 28-11-11 Finance:

Consider whether the Recreation Association might be included with the Parish Council insurance cover (reimbursing their costs); this was agreed by the Council.

Accounts for payment

South Brent Carnival: (grant) sponsorship of five large floats for the winter carnival	500.00
South Brent Recreation Association: grant towards soil for BMX track £200; and towards adventure trail £1525	1725.00
Ivybridge & District Community Transport Association: grant	100.00
SWW (Direct debit): charges for toilet at Sanderspool Cross	7.50
Entanet Int. Ltd (Direct debit): monthly broadband fee	19.78
South West Grounds Maintenance: Oct. & Nov. invoices	550.80
South Brent Village Hall: room hire Oct.	9.38
South Brent Old School Community Centre Ltd: room hire	37.75
Ricoh UK Ltd: photocopying	9.70
R Illman: fix gate at play area	20.00
South Hams District Council: repairs to play area at S.Cross	339.92
The Information Commissioner: annual fee	35.00
Smith of Derby Ltd.: annual clock service	212.40
Devon County Council: design fees for Station Road crossing to 27.9.11 (less £1,500 paid)	134.91
S Trinder: planting in Wellington Square (50.00-30.30 paid in June)	19.70
The Society of Local Council Clerks: annual membership	140.00

Payroll		1401.99
	TOTAL	5263.8
Receipts:		
South Brent Youth Club: donation towards Christmas lighting		50.00
Gildersleve Antiques: donation towards Christmas lighting		75.00
Anonymous supporter: donation towards Christmas lighting		50.00
VAT reimbursed		2,833.04

The accounts were approved for payment and the cheques signed.

PC 29-11-11 Items for press release and/or the newsletter

The newsletter will include items discussed this evening.

PC 30-11-11 Items for the next agenda

None.

The meeting closed at 10.17 p.m.

Following the meeting members of the Finance Committee carried out a successful internal audit of the council accounts (cheque number 002184).