

Minutes of the Parish Council meeting held on 26th March 2012 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 by those present.

PC 1-3-12 Record of members present

Cllr Mark Copleston in the Chair; Cllrs Mandy Haley, Peter Kelly, John King, Jane Maunder, Cathie Pannell, Glyn Richards, John Summers, Greg Wall, Donna Warne and Donald Wiseman.

Three members of the public were present and Julia Willoughby clerk to the Council was in attendance.

PC 2-3-12 Apologies for absence

Apologies have been received from County Cllr Trevor Pennington.

PC 3-3-12 Declarations of interest (nature and extent) with regard to items on the agenda

Cllr Glyn Richards declared a prejudicial interest in one of the cheques for payment, as it is for his travel costs.

PC 4-3-12 Public participation session with respect to items on the agenda

Mrs Mary Shepherd – Chair of the Village Hall Management Committee advised that she was at the meeting regarding the imposition of car park charges by SHDC in the Station Yard; the Chairman advised that with the agreement of the Council, this matter would be brought forward on the agenda.

PC 5-3-12 Police report (Crime and Disorder Reduction)

PC Hopper has reported there were seventeen crimes in the parish during February including: theft from shop x 5; theft from vehicle (x 2 stereos); assault (x 3 domestic related); burglary (insecure dwelling and tools taken from a shed).

Concern was expressed about recent incidents of begging in the centre of the village; this will be passed on to our Officers.

PC 6-3-12 District / County Councillors and DNPA Parish Council representatives report

District Councillor Cathie Pannell stated that Councillors at SHDC have been advised that they cannot make up the shortfall in funding to Villages in Action from their Locality Funding, but could assist the venues. District Councillor Peter Smerdon noted that luckily Villages in Action is not in danger and will continue.

PC 7-3-12 Confirmation of the minutes of the Parish Council meeting held on 27 February

The minutes were confirmed and signed.

PC 8-3-12 Report matters arising from the minutes – for information only

A recent letter from Mr Halliday – DCC Highways has suggested a site visit regarding cycle ways in Exeter Road; this will be included on the next agenda.

Cllr Glyn Richards was pleased to report that following the grant to the Old School Community Centre of £1,000 for heating improvements, a further grant of £22,400 has been made by the Dartmoor Sustainable Development Fund.

Station Yard car park - update on SHDC consultation about car parking charges, and a Parish Council survey of the car park

The clerk reported that she had been contacted by an officer at SHDC to set up a meeting between representatives of SHDC, the Parish Council, the Village Hall and local businesses regarding the introduction of parking charges in the Station Yard. Having discussed this with some of those local people who might attend such a meeting, the clerk advised the Parish Council that this issue is too important to be discussed by representatives and that a public meeting should be considered instead.

Mrs Shepherd emphasized that introducing charges in the Station Yard will put pressure on parking for our churches and the Village Hall. She added that once charges are introduced this becomes an easy revenue raiser for the district council with increases year on year.

If there is limited parking at the Village Hall it will not be as popular for conferences, this will threaten the viability of the Hall, which would then be the responsibility of the Parish Council.

Local people expect SHDC to be equitable, not to pick out three car parks when there are many others in the district which are no-fee paying.

Members of the Parish Council are undertaking a survey of the use of the car park at present, and a summary will be prepared by Mr MacDairmid.

The Chairman summarised that South Brent Parish Council wishes to work with the district council in a democratic and open way and include the local community in this process so that everyone is aware of the issues. A public meeting will be held at 7.30 p.m. on 18th April in the Village Hall, representatives of SHDC will be invited to attend.

The Council agreed SHDC will be asked for particulars of their public consultation policy, the information on which SHDC has based the decision to introduce car park charges in the Station Yard, along with up-to-date information on the review of non-fee paying car parks across the South Hams and the possible cost to bring the whole Station Yard area up to standard. (Two members of the public left the meeting.)

PC 9-3-12 Correspondence received from Plymouth County Court

The clerk reported that in 2010 someone fell over at the Recreation Field and legal proceedings were begun. All correspondence was addressed to the Parish Council, and passed to the Recreation Association whose insurer's solicitors were dealing with the case. However, recently the clerk received a notice of execution of warrant in respect of court costs sent to the Parish Council when the defendant did not attend the hearing.

Due to the serious implications, and following consultation with the Chairman, the clerk apprised Windeatts Solicitors of the situation, and as a result the required payment was made on 22 March (the day after it was due) by Recreation Association insurer's solicitors.

Having then sought advice from the Devon Association of Local Councils before writing to the Recreation Association, the Parish Council insurers were consulted on the matter, but as the payment has been made no further action needs to be taken in their view.

Due to the serious implications for both the Parish Council and the clerk's address Cllr Cathie Pannell proposed that the appropriate steps are taken to ensure that both the Parish Council and the clerk's address are entirely expunged from the record of legal proceedings; this was seconded by Cllr Glyn Richards and resolved by the Parish Council.

Written assurances will be required that neither the Parish Council nor the clerk's home address are black listed as a result of these proceedings, and that the defendant in this case is correctly named in the proceedings issued to avoid any future problem.

PC 10-3-12 Correspondence circulated to Councillors:

- 1) DNPA: Unauthorised encampment on land at Marley Head – a legal team has been retained and High Court proceedings have begun. Noted.
- 2) Dept. of Environment, Food & Rural Affairs: Consultation on changes to National Park governance. The following response will be submitted -
South Brent Parish Council **objects** to the two following proposals:
 - relax the political balance requirement on local authorities when appointing their members to a National Park Authority,
 - make it possible to allow parishes in subsequently specified National Parks to choose non-councillors for their seats.

PC 11-3-12 Station Yard car park - update on SHDC consultation about car parking charges, and a Parish Council survey of the car park

(See minute 8-3-12 above.)

PC 12-3-12 Completion of form for SHDC regarding services the parish might take over

The top 3 functions/activities to start discussions on are:

1. Station Yard, South Brent – car park/whole area ownership and maintenance.
2. Street cleaning.
3. Toilet ownership and maintenance.

Specific asset transfer - Station Yard, South Brent. The Parish Council considers it could do better than the current arrangements in Station Yard, and as the PC is more familiar with the parish it can be responsive to local needs.

Is there anything SHDC can supply you with to help you make your decision on devolved services? Station Yard – the western end (rough ground) could be brought up to standard.

PC 13-3-12 Progress with the pedestrian crossing point in Station Road

The crossing point is almost finished. There have been some comments about the tactile paving which is not conducive to those with walking frames or wheelchairs.

This topic will be included on the next agenda, as will safety of pedestrians crossing Exeter Road near Corn Park.

PC 14-3-12 Process for advertising the casual vacancy in the Village Ward

SHDC was advised of the vacancy and parishioners had until today to request an election; assuming this is not the case, the Parish Council could co-opt a new Councillor at the meeting on 23rd April.

The clerk will check with SHDC and prepare notices and a press release.

PC 15-3-12 Parish Council Committees:

Planning Committee minutes of the meeting held on 13th February were adopted;

Media Committee minutes noted;

Open Spaces Committee - Cllr Peter Kelly reported that the play area hedge along Exeter Road has been taken down due to vandalism in the play area and the play area is to be padlocked each night.

Signal Box Working Group – Cllr Cathie Pannell reported that following a site visit with Network Rail, Mr Everett had kindly updated his surveyor's report on the building. The group is in contact with Network Rail regarding a possible lease and the future use of the Signal Box is a key factor.

PC 16-3-12 Personal Basic Allowance for Councillors 2012-13 (£107.50 less tax) will be paid in April, unless the clerk is notified otherwise

The clerk advised that this allowance will be paid to Councillors at the April meeting, unless an email or letter is received stating that it is not required.

PC 17-3-12 Update on changes made in the play area at Sanderspool Cross following vandalism

The infant multi-play equipment will be refurbished soon; the wallgate in the toilet is to be commissioned; padlocks on the gates have already started to corrode – the clerk will contact Mr Illman.

PC 18-3-12 Progress with arrangements for Her Majesty's Diamond Jubilee celebrations

The Chairman has discussed the Civic Service with Revd Winnington-Ingram and arrangements will be similar to the Golden Jubilee; coffee will be offered afterwards, followed by the unveiling of the obelisk (possibly by the youngest child at the Primary School). 150 copies of the Order of Service should be sufficient, Cllrs Copleston, Pannell and Wall offered to help with the readings.

It is possible a tree will need to be replaced on 'The Patch'.

The Council had not thought of providing children in the parish with a commemorative gift in the current financial climate; however, scrolls or bookmarks might be a possibility and will be investigated for the next meeting. (District Cllr Smerdon left the meeting.)

PC 19-3-12 Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) SHDC: (From CEO to M.P.) on 9 Feb. SHDC agreed to defer parking charges until the spring.
- b) PC Hopper: a problem solving plan is being made for Exeter Road; the new cycle lane on the road should slow down traffic.
- c) SHDC: A devolved services and assets project is being worked on.
- d) SHDC: the Independent Panel recommends that the Parish Basic Allowance 2012-13 should be 2.5% of District Basic Allowance for this parish.
- e) South Brent & District Caring: launch event 4 April 3.30-7.00 p.m.

- f) Devon Association of Local Councils newsletter: new Councillor short course 13 Sept in South Brent; Cllrs Haley and Warne would like to attend.
- g) R Everett: could a publicity guide for South Brent be published?
- h) J & M Gladstone: (copy of email to Cllr Tucker) re. Station Yard car park.
- i) A Spring: (copy of email to Cllr Tucker) re. Station Yard car park.
- j) DALC: membership form for 2012-13 (£570.66).
- k) M Goss: tree works (canopy shaping) will start at the Allotment Field on 26.3.12.
- l) J Nutley: access improvements at the Carew Service Station will be on highway land.
- m) Highways Agency: improvements at the Carew will not include a new traffic lane.
- n) P Eells – SHDC: could attend a Council meeting to discuss the Devon Home Choice Allocation Policy.
- o) DCC: 2013 National Bus Pass renewal.
- p) Dartmoor Hill Farm project update.
- q) DCC Emergency management newsletter.
- r) DCC: Devon Minerals update available.
- s) St John Ambulance: does this community need a defibrillator?
- t) Clerks & Councils Direct magazine.
- u) Open Door newsletter from Devon & Cornwall Housing.

All noted by the Parish Council.

PC 20-3-12 Arrangements for the Annual Parish Meeting on 2 May and Community Champion Awards

Chairmen of Council Committees were reminded that a report on the years' activities is requested for the Annual Parish Meeting. Organisations which have received a grant of £500 or more from the Council will be invited to make a report. The Community Champion Awards will be decided on 16 April.

PC 21-3-12 Report highway matters including outstanding issues, and street cleaning required

Cllr Greg Wall advised that matters are reported straight to DCC, and Totnes Road between the village and the Courtenay Park junction is continuously being flagged up due to the very poor surface.

PC 22-3-12 Finance:

Accounts for payment:

SOUTHBRENTFOLK: start up grant	400.00
SWW (Direct debit): charges for toilet at Sanderspool Cross	11.50
Entanet Int. Ltd (Direct debit): monthly broadband fee	19.78
South West Grounds Maintenance: Mar. invoice + hedge removal	515.40
South Brent Village Hall: room hire Feb.	9.38
SB Old School Community Centre Ltd: room hire 11.25, laminating etc 0.78	12.03
Ricoh Capital Ltd (Direct debit): lease of photocopier	56.75
Veaseys printers	148.50
R Fivash: delivery of newsletters	65.00
R Illman: repairs to bus shelter roof, padlocks for play area	61.00

South Hams District Council: repairs to infant multi-play	414.92
The Consortium: stationery & ink cartridges	72.69
South Hams District Council: election costs 2011	242.60
G Richards: travelling expenses 2011-12	111.60
Payroll	1396.78
HM Revenue & Customs only: quarterly payment of tax & N.I.	556.39
TOTAL	4094.32

The accounts were approved for payment and the cheques signed.

PC 23-3-12 Items for press release and/or the newsletter

Press releases will be submitted regarding the public meeting and the vacancy with the Council.

PC 24-3-12 Items for the next agenda

A Jubilee souvenir for children and a payment towards electricity usage for Christmas lights will be included on the agenda for the April meeting.

The meeting closed at 10.13 p.m.