

Minutes of the Parish Council meeting held on 15 December 2014 at 7.30 p.m. in the Village Hall, South Brent. The Chairman welcomed everyone to the meeting.

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

Nothing was raised.

PC 1-12-14 Record of members present

Cllr Greg Wall in the Chair, Cllrs Mark Copleston, Richard Fone, Mandy Haley, Jane Maunder, Cathie Pannell, John Rawlinson, Glyn Richards, John Summers and Donna Warne; one member of the public and Julia Willoughby clerk to the Council were present.

PC 2-12-14 Apologies for absence

Apologies have been received from Cllrs Peter Kelly and Donald Wiseman, District Councillor Peter Smerdon and County Cllr Rosemary Rowe.

PC 3-12-14 Declarations of interest (nature and extent) with regard to items on the agenda

Cllr Glyn Richards declared an interest in item 15 a TAP Fund application from the Old School Centre Trustees (his employer - Part A of the Register of Interests) he will leave the room when this is discussed.

The clerk also declared an interest in item 15 a TAP Fund application from South Brent & District Caring as her husband is the Chair of the Trustees, she will leave the room while the application is discussed.

Cllrs Cathie Pannell and John Rawlinson are members of the Management Board and Trustee of SB&DC respectively, they may speak as members of the public but not vote.

PC 4-12-14 Consider the granting of dispensations

No applications.

PC 5-12-14 Public participation session with respect to items on the agenda

Nothing was raised.

PC 6-12-14 Police report (Crime and Disorder Reduction)

The clerk has not received a report.

PC 7-12-14 Confirmation of the accuracy of the minutes of the Parish Council meeting held on 24 November

The minutes were amended at PC 14-11-14 (top of page 4) to read SCS 'Web' Design, the minutes were then confirmed and signed.

PC 8-12-14 Report matters arising from the minutes – for information only

It was noted that the white lines promised free of charge by South West Highways to delineate the Jubilee Crossing have not yet been provided, the clerk will follow this up.

PC 9-12-14 District / County Councillors and DNPA Parish Council representatives report

District Cllr Cathie Pannell reported that budget preparations are underway. She would be grateful for feedback regarding standards of street sweeping in South Brent. Owners have been allowing their dogs to foul the pavements in the village in the last 10 days, SHDC is aware and will monitor the situation.

Cllr Peter Smerdon has reported that cardboard is now to be placed in the blue refuse sacks rather than the brown bins. If any cardboard does not fit into the sacks then it can be folded and placed alongside instead. Also, all types of plastic bottles (plus lids) can be placed in the clear sacks but not plastic bags, yoghurt pots or plastic film. These currently have to go in the black bin, but SHDC is working with the processor to change this.

County Cllr Rosemary Rowe has reported that DCC has to save £50 million in the 2015-16 budget, the consultation is available online until 30 January 2015.

PC 10-12-14 Parish Council Committees and working groups and stakeholder groups:

Finance Committee meeting held on 17 November, recommendations:

- A. A salary increase to £7.50 per hour for our cleaner and a 2.2% increase in the clerk's salary is recommended from 1.4.15; proposed by Cllr Cathie Pannell seconded by Cllr Glyn Richards and resolved by the Council.
- B. The recommended draft budget totals £48,444 less the Support Grant of £3,744 = £44,700 Precept request (depending on reimbursement for grass cutting from DCC and SHDC). DCC Highways has advised that funding for grass cutting will be restricted in 2015-16, pending further details Cllr Glyn Richards proposed that the precept request is deferred to the January meeting, seconded by Cllr Donna Warne and resolved by the Council.
- C. The Council continues to offer the Parish Basic Allowance to elected Councillors; proposed by Cllr Cathie Pannell seconded by Cllr Glyn Richards and resolved by the Council.
- D. Council meetings are audio recorded with the Council netbook and stored securely for a maximum cost of £100; proposed by Cllr Cathie Pannell seconded by Cllr Mark Copleston and resolved by the Council. (Cllr Copleston will seek information on a suitable digital recorder for use with the Parish Council netbook.)
- E. No changes are required to the Dignity at Work policy; agreed by the Council.
- F. The Responsible Financial Officer (the clerk) is included as a signatory of the Parish Council bank accounts but does not sign any cheques. In recent months the clerk has been unable to deal with Council's accounts either in a branch or on the phone without being a named signatory on the bank accounts. Cllr Glyn Richards proposed that the Responsible Financial Officer is included as a bank signatory, seconded by Cllr John Summers and resolved by the Council.

Planning Committee minutes of the meeting held on 10 November were adopted.

PC 11-12-14 Station Yard car park: current situation regarding a lease
SHDC has reported no further progress with the lease.

PC 12-12-14 Update on the Council website, and should a community website be considered?

Cllr John Rawlinson advised that work is proceeding on both the Parish Council and community websites, with Mr J Shepherd transferring content.

PC 13-12-14 Planning: any amended applications
None received.

PC 14-12-14 Correspondence circulated to Councillors:

DCC Highways: funding for grass cutting will be restricted in 2015-16; the Parish Council co-ordinates grass cutting which is the responsibility of SHDC, DCC and the Parish Council and will expect to receive a reimbursement of £1,530 for grass cutting DCC areas for 2014-15. This item will be carried forward to the next agenda.

PC 15-12-14 Consider support for a TAP fund application by Harberton PC and submission of a TAP fund application for the Old School Centre

Following discussions at a recent SHDC cluster meeting Harberton Parish Council has sought the support of this Parish Council for a project to provide decorative art work on the Harberton school playground wall; this was proposed by Cllr Richard Fone seconded by Cllr Cathie Pannell and resolved by the Council.

TAP fund application for the Old School Centre: (*Cllr Glyn Richards left the room while this item was discussed.*) The 'Fit for the Future' project has been offered the support of Harberton Parish Council and this Parish Council could lead the TAP Fund application for £2,650; this was proposed by Cllr Donna Warne seconded by Cllr Mark Copleston and resolved by the Council.

TAP fund application from South Brent & District Caring: (*The clerk left the room while this item was discussed.*) SB&DC wishes to submit a TAP Fund application for £2,360 towards a dementia friendly project around the river Avon. This will be supported by Rattery Parish Council and this Parish Council could lead the application, this was proposed by Cllr Mark Copleston seconded by Cllr John Summers and resolved by the Council.

PC 16-12-14 Report on the SHDC Super Cluster meeting 26 Nov.

Cllr Greg Wall explained that the 'Tough Choices' consultation on highways by DCC was discussed, some local councils are already filling potholes in roads. Cllr Glyn Richards proposed that the Leader of DCC is contacted to ask which services are not going to be provided by the county council in the new financial year, this was seconded by Cllr Richard Fone and resolved by the Parish Council.

PC 17-12-14 Signing of the lease between South Brent Community Energy Society Ltd. and the Parish Council.

The lease was signed by Cllrs Glyn Richards and Greg Wall on 24 November 2014.

PC 18-12-14 Reinstatement of the disabled parking space in Church Street

No further information. Enquiries will be made of DCC Highways again.

PC 19-12-14 Progress with a lease/licence agreement between the Rec. Association and the Parish Council

The existing agreement between the Rec. Association and the Parish Council is being sent to the Council's solicitor for his comments.

PC 20-12-14 Update on possible safety measures for Exeter Road (near London Inn Mews)

DCC Highways have responded "This has been looked at before and the reasons we were unable to construct a continuous footway here haven't changed, we don't own all the land and there are buildings along the far end of it." However, the Parish Council has suggested a new footway is constructed where the existing cycle way is marked on the road surface; DCC Highways will be advised (again).

PC 21-12-14 Report on Christmas lights 2014

The lights look very cheerful and everyone is pleased with them. Cllr Peter Kelly was thanked for all his efforts arranging for the lights to be switched on.

PC 22-12-14 Consider the commemoration of VE day

It is possible that a Civic Service could be held on Sunday 10 May 2015 the Chairman will speak to the Vicar.

PC 23-12-14 Quality Council status (due for re-accreditation in December 2014)

The clerk advised that the new arrangements and procedures have just been received from the Devon Association of Local Councils; this item will be carried forward to the next agenda for initial registration with the new award scheme.

PC 24-12-14 Consider arrangements for the Annual Parish Meeting 16 March 2015

Village Improvements e.g. proposals for Totnes Road and the centre of the village will be included on the agenda for the APM.

PC 25-12-14 Calendar of meetings for 2015

One amendment has been made Planning and Finance Committee meetings will both take place on 21 September. This was agreed by the Council.

PC 26-12-14 Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) SHDC: SHDC will reimburse for grass cutting in 2015-16.
- b) Devon Association of Local Councils: December bulletin.
- c) Devon & Cornwall Police: message concerning aggressive door to door sellers.
- d) DNPA: The Parish Council application to the Dartmoor Communities fund did not succeed (due to S 106 contributions). However, the Old School Centre is to receive £9,000 and the Recreation Association £5,000.
- e) DALC: 2014-16 national salary award.

All noted by the Parish Council.

PC 27-12-14 Report highway matters and street cleaning required

DCC Highways will be contacted about a loose granite sett near the Post Office, and paving slabs which are a trip hazard by Luscombe Maye and the Olive Tree in Fore Street.

PC 28-12-14 Finance:

Accounts for payment:

Community Benefit Fund grants:

SB Amateur Dramatic Society	stage lighting	522
SB Carnival Club	insurance/pay't to floats	536
SB Cricket Club	dev. of youth team & pitch	500
SB Old School Com Centre	Fit for the Future project	1,000
SB Recreation Association	clean multi-games area	1,000
SB Village Hall	towards wireless fire alarm	<u>1,000</u>
	Total (larger grants)	4,558

SWW (Direct debit): charges for toilet at Sanderspool Cross	11.50
South West Grounds Maintenance: Dec. invoice	306.00
South Brent Village Hall: room hire	10.00

BeyonDSL.net: quarterly satellite broadband payment	125.85
R Fivash: delivery of newsletter	70.00
The Consortium: envelopes for newsletter	28.72
Torbay Display: Christmas lights 2014	2,580.00
The Society of Local Council Clerks: annual membership	149.00
G Wall: reimbursement of postage for newsletter	95.40
Payroll	2280.51
TOTAL	10,214.98

Cllr Glyn Richards proposed that the accounts be approved for payment and the cheques signed, seconded by Cllr John Summers and resolved by the Council.

PC 29-12-14 Items for press release and/or the newsletter

The next newsletter could be produced in early March (before the Annual Parish Meeting on 16 March) and include recycling news and a reminder to dog owners.

PC 30-12-14 Items for the next agenda

These have been noted throughout the meeting.

The meeting closed at 8.45 pm.

Following the meeting the Finance Committee carried out a successful internal audit of cheque number 002648.