

Minutes of the Parish Council meeting held on 24 June 2019, at 7.30 p.m., at the Village Hall, Station Approach, South Brent. The Chairman welcomed everyone to the meeting.

Open Forum: nothing was raised.

PC 1-6-19 To receive Registers of Interests from all Councillors

The remaining Registers of interests will be finalised this evening.

PC 2-6-19 Co-option of a new Councillor to the Parish Council and signing of Declaration of Acceptance of Office

No candidates have come forward for the remaining vacancy; SHDC will be advised a vacancy still exists.

PC 3-6-19 Record of members present

Cllr Cathie Pannell in the Chair, Cllrs Jill Cruz, Carol Doree, Sue Gaskin, Lisette Granados, Peter Kelly, Ian O'Connor, Charlotte Power, Rachel Rafiqi and Glyn Richards; four members of the public and Julia Willoughby clerk to the Council were present.

PC 4-6-19 Apologies for absence

Cllr Paul Fennessy and District Councillor Peter Smerdon have sent apologies.

PC 5-6-19 Declarations of interest (nature and extent) with regard to items on the agenda

- Cllr Glyn Richards declared a prejudicial interest in item 31, Community Benefit Fund applications, as both the Old School Community Centre and South Brent Breakfast & After School Club (based at the Old School) have made applications to the fund and he is the Manager.
- Cllr Cathie Pannell, as a member of DNPA, will leave the room when any planning matters (agenda item 19) are considered and has a prejudicial interest in item 18 correspondence (6) a grant request from Brent Island Trust, as her husband is Chairman of this Trust.

PC 6-6-19 Consider the granting of dispensations

No applications.

PC 7-6-19 Public participation session with respect to items on the agenda

Nothing was raised by those present.

The Council agreed items 18 (6), 31 and District and County Councillors reports could be brought forward on the agenda.

District / County Councillors and DNPA Parish Council representatives report

District Councillor Guy Pannell:

- Attended the Community Safety Partnership meeting recently; this has an overview of work carried out by the Police, Social Services, DCC etc. to reduce crime and danger to the public. Advocates for a geographical area can work with the Police, District Councillor Pannell will try to do this.
- Work is being done to speed up the SHDC planning process.
- Meetings take place with town mayors and clerks, District Cllr Pannell will ask if South Brent could be invited.

- Cllr Lisette Granados has taken over as the Parish Council Tree Warden, from District Cllr Pannell; the Chairman thanked him for all his work in this role over the years.
- A meeting will take place concerning weeds growing along kerbs etc. in the village. (District Cllr Pannell left the meeting.)

Chairmanship of the meeting was passed to Cllr Glyn Richards (in the absence of the Vice Chairman) for the next item and Cllr Cathie Pannell left the room.

Correspondence:

6) Brent Island Trust application for a grant of £300 towards works to repair and prevent further erosion of a section of river bank. (The clerk advised a grant could be considered under Local Government (Miscellaneous Provisions) Act 1976 s.19.) Cllr Peter Kelly proposed a grant of £300 is made as requested, seconded by Cllr Jill Cruz and resolved by the Council.

Consider any Community Benefit Fund applications

(Cllr Glyn Richards left the room for the first two applications.)

- South Brent Old School Community Centre – application for £1,000 towards repairs to window frames; proposed by Cllr Sue Gaskin, seconded by Cllr Carol Doree and agreed by the Council (if the project is not fully funded the grant should be returned to the Council).
- South Brent Breakfast & After School Club - application for £250 towards redecorating Room 1; proposed by Cllr Lisette Granados, seconded by Cllr Jill Cruz and agreed by the Council.
- South Brent Recreation Association (Cllrs Cruz, Kelly, O'Connor and Rafiqi left the room for the following two applications.) – Application for £1,000 towards refurbishment of multi-games area; proposed by Cllr Sue Gaskin, seconded by Cllr Carol Doree and agreed by the Council (if the project is not fully funded the grant should be returned to the Council).
- SB Recreation Association – application for £250 towards a new seat for the recreation field; the Council agreed an application should be made to the Parish Council for this grant, as there is a budget line for seats and benches.

PC 8-6-19 Police report (Crime and Disorder Reduction)

No report has been received.

PC 9-6-19 Confirmation of the accuracy of the Parish Council meeting held on 20 May 2019

The minutes were confirmed and signed.

PC 10-6-19 Report matters arising from the minutes – for information only

None.

PC 11-6-19 District / County Councillors and DNPA Parish Council representatives report

Devon County Councillor Richard Hosking advised:

- One of the 30 mph signs at the entrance to the village from Marley Head will be relocated and a staggered junction sign added; the Vehicle Activated Sign can then be moved near the edge of the 30 mph zone. Concerns about traffic speed and safety in this vicinity have been raised by a parishioner, who has asked for Police enforcement; speed data is being collected and this will determine possible Police action (DCC Cllr Hosking will respond to the parishioner.)

- A pedestrian survey in Exeter Road took place and it is hoped the data will be ready for the DNPA meeting when the next development is considered.
- A 'No Entry' sign at the junction of the Lower railway bridge with Station Approach is dirty, and may be adding to the issue of motorists driving the wrong way up Church Street; cleaning the sign was requested.
- Plymouth Road was surface dressed about two years ago; all the ironwork is still buried under tarmac – could this be dealt with?

DNPA (Cllr Cathie Pannell) the new Chairman of DNPA is Pamela Woods.

PC 12-6-19 Parish Council Committees and working groups and stakeholder groups:

Media Committee minutes of the meeting held on 3 June 2019, recommendations:

1. The following amendments are made to the Committee terms of reference
 - 4 This Committee provides information to the parishioners by the following media:
'Email.' (*Add*)
 - 5 This Committee will also be responsible for: -
'Editorial for 'Around Buckfastleigh and South Brent' six times a year.' (*Add*)
2. The SHDC disclaimer might be used as a model to include with all Councillor emails and the launch of use of responses by .gov.uk email is deferred until this is available.
3. The database of parish groups and organisations is no longer retained, as the information is held on the South Brent community website (and the terms of reference are amended).

In future only the Parish Council's own contacts will be invited to events etc.

Recommendations 1-3 were proposed by Cllr Carol Doree, seconded by Cllr Peter Kelly and agreed by the Council.

Finance Committee meeting held on 17 June urgent recommendations:

- A.** Update on options for a P.O. Box address for the next clerk; no news at present.
- B.** The number of bank signatories is changed from three to two (all members of the Finance Committee will be signatories, plus the clerk); in the first instance the new clerk will be added as a replacement signatory, followed by all members of the Finance Committee.
- C.** Full internet banking access is given to the next clerk (e.g. payments will be authorised at a meeting and paid by the clerk the following day).
- D.** Before taking over the toilets in Stockbridge Lane, SHDC is contacted for a quote to close the male and female toilets and have one multi-use facility to include a baby changing area and a urinal.
- E.** A second quotation is required for work on potholes in Station Yard; enquiries will be made to find out what obligation properties in Station Yard have to maintain the road (and share the cost).

Recommendations B-E were proposed by Cllr Ian O'Connor, seconded by Cllr Glyn Richards and agreed by the Council.

PC 13-6-19 Any further nominations to Committees and working groups:

Finance Committee (6 members including the Chairman of the Parish Council); there is a vacancy on this Committee, this will be carried forward to the next agenda.

Media Committee (6 members) Cllr Lisette Granados has volunteered to join this Committee; proposed by Cllr Glyn Richards, seconded by Cllr Peter Kelly and agreed by the Council.

PC 14-6-19 Appointment of representatives to, or liaison with outside bodies:

South Brent Children's Clubs representative; Cllr Granados volunteered – agreed.
Refugee Support Network representative; Cllr Power volunteered – agreed.

PC 15-6-19 Allocate new Councillors to one of the two wards in the parish

Cllrs Doree, Fennessy, Kelly, O'Connor, Pannell and Richards all stood for the Village Ward; it was agreed Cllrs Cruz and Rafiqi will also represent the Village Ward (with one vacancy).

Cllr Gaskin stood for the Brentmoor Ward; it was agreed Cllrs Granados and Power will also represent this Ward.

PC 16-6-19 Payment of Parish Basic Allowance to elected Councillors

The clerk advised a payment of this allowance will be made to all elected Councillors on 22 July, unless they confirm that they do not wish to receive the Parish Basic Allowance of £128.77 (less tax).

PC 17-6-19 Progress with S 106 funding projects

The clerk advised an invoice has been received for the basketball court and car park improvements at the Recreation Field. SHDC has sent on a claim form for the S 106 funding of £34,529.51 (plus £5,000 held in earmarked reserves and the VAT will be reclaimed by the Council.)

Cllr Glyn Richards proposed the forms are completed and the invoice paid when funds have been received from SHDC, seconded by Cllr sue Gaskin and resolved by the Council.

PC 18-6-19 Correspondence circulated to Councillors:

- 1) Citizens Advice South Hams: grant application for 2019-20 (£100 was granted in May 2018. The clerk advised a grant could be considered under the Local Government Act 1972, s 142). Cllr Peter Kelly proposed a grant of £150 is made to CAB, seconded by Cllr Ian O'Connor and resolved by the Council.
- 2) The roll out of 5G and the associated public health and environmental issues are brought to the attention of the Council. It was agreed, until a planning application is received, the Council cannot comment.
- 3) Explorer Scouts: application for seed funding of £500 for the summer expedition to Wales (funding not spent will be returned). The clerk advised any grant would be under 'S 137' and outlined the provisions. Cllr Sue Gaskin proposed a grant of £500 to the Explorer Scouts in accordance with powers under sections 137 and 139 of the Local Government Act 1972, the Council should incur this expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure; seconded by Cllr Peter Kelly and resolved by the Council.
- 4) Parish members of Dartmoor National Park Authority; the Council was pleased to note Cllr Cathie Pannell has been re-elected.
- 5) Election of Devon Association of Local Councils Committee for 2019-2023. Both Cllrs Granados and Richards were proposed by Cllr Peter Kelly, seconded by Cllr Charlotte Power and agreed by the Council.
- 6) Brent Island Trust application for a grant of £300 towards works to repair and prevent further erosion of a section of river bank (see minute 7-6-19 above).

PC 19-6-19 Planning matters:

Chairmanship of the meeting was passed to Cllr Glyn Richards for this agenda item.
(Cllr Cathie Pannell left the room while the first application was considered)

Applications:

0242/19 Erection of garage/workshop and log store at Crooked Meadow, Stidston Lane, South Brent; the Parish Council objects to this application due to overdevelopment of the site. The proposal is detrimental to the location due to the bulking and massing and would dominate the adjacent property.

1635/19/FUL Provision of agricultural building, South Moore, Diptford, Totnes; the Parish Council has no objection to this application.

Any amended applications:

0052/19 Construction of veterinary centre, formation of access track/parking areas and landscaping works at land south of B3372, South Brent; this application has been granted.

PC 20-6-19 Action to be taken regarding road safety concerns for the Exeter Road/ Palstone Lane area

See minute 11-6-19, DCC Cllr Hosking will update the parishioner who raised concerns; this item should be carried forward on the agenda until the new sign has been installed and the VAS can be moved.

PC 21-6-19 Quotations received for filling potholes in Station Yard

Cllr Peter Kelly is waiting for a further quotation for this work.

PC 22-6-19 Updated quote for replacement fencing at the play area; consider replacing the gate in Exeter Road in the short term (£785 quoted)

The outcome of the planning application next to Fair Field is still not known but the locked gate in Exeter Road which needs to be replaced is brought to the attention of the Council each month when the play area is visited by an SHDC officer.

Cllr Peter Kelly proposed the gate is replaced, seconded by Cllr Sue Gaskin and resolved by the Council.

PC 23-6-19 Consider a Civic Service to mark the 75th Anniversary of VE Day on or near 8 May 2020

Cllr Richards suggested a Civic Service should be considered on 10 May 2020; the Chairman will consult with Church representatives.

PC 24-6-19 Proposal for a Tree and Biodiversity Warden for South Brent Parish Council

Cllr Granados will work on a proposal to encourage more community engagement in the Parish Plan and Climate Emergency; this was agreed by the Council.

It was also agreed that Cllr Granados would attend the Devon Community Action for Wildlife Conference on 6 July at Chagford.

PC 25-6-19 Consider the purchase of six spare pads for the Defibrillators and timing

Cllr Richards advised the six spare pads should be replaced in September, the clerk will obtain details.

PC 26-6-19 Consider the provision of a replacement Council notice board for Sanderspool Cross

The noticeboard on the fence at the play area which is shared by the Council and Recreation Association has a broken lock and is in poor condition; Cllr Kelly offered to obtain information on a replacement.

PC 27-6-19 Future upkeep of the toilets at Shipley Bridge

No news.

PC 28-6-19 Progress with the installation of a larger post box for the centre of the village

There is no news of the suggested indoor post box (located outside, where the current pillar box is); an update will be sought.

PC 29-6-19 Plan official openings of facilities provided with S 106 funding, including the format, who should be invited, venue etc.

The surfacing project at the Old School Community Centre will be carried out in August; an official opening event will be considered in the autumn.

PC 30-6-19 Update on the Recreation Field

The tennis court nets have been fixed and there are now boards behind the basketball nets. The adventure trail has been repaired and the first item in the dog exercise trail is on its way.

The cricket nets are locked, with a notice giving details of how they may be opened.

PC 31-6-19 Consider any Community Benefit Fund applications

See minute 7-6-19 above.

PC 32-6-19 Can this community, through the Parish Council, help in the refugee crisis

Cllr Charlotte Power will be able to report back soon.

PC 33-6-19 Finance:

- i) Consideration of payment to the new Clerk at an hourly rate for all meetings attended before 24 June (date of employment); proposed by Cllr Ian O'Connor, seconded by Cllr Charlotte Power and resolved by the Council.
- ii) The accounts for payment were approved by the Council:

PAYMENTS:

Cheque signed 3.6.19		
South Brent Recreation Association: S 106 payment for cricket nets	(Cheque returned	15,227.40)
Cheques signed 17.6.19		
Came and Company: additional insurance for cricket nets		187.86
South Brent Recreation Association: (Re-issue, cheque 3511 above) S 106 payment		15,227.40
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Community Benefit Fund

Ventrus Limited: (re-issue, cheque 3503 returned, wrong payee)		<u>354</u>
Running total 2019-20	6300-1554	4746
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Pennon Water (Direct debit): charges for toilet at S. Cross	11.50
South Brent Village Hall: room hire May.	12.00
South Brent Old School Community Centre Ltd: Refugee Group	8.25
Open Spaces works: install bench, fix fence	282.00
G Richards: reimburse newsletter printing cost (Instantprint)	165.00
T Fivash: delivery of newsletter	80.00
L Granados: reimburse postage for newsletter	12.20
IAC Audit and Consultancy Ltd: independent audit 2019	342.00
Home Force: plants etc. for troughs in Exeter Road	29.40
Aggregate Industries UK Ltd: basketball court and car park	47,435.41
Playdale Playgrounds: post installation inspection	354.00
Hawthorns Accounting Services Ltd: accounts package 2019-20	50.00
Payroll:	2447.49
	TOTAL 66,998.51
RECEIPTS:	
SHDC: refund of S 106 funds for cricket nets	2672.00

PC 34-6-19 Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) Devon Association of Local Councils news, including training courses.
 - b) DCC funding initiatives recently launched.
 - c) SHDC news releases: new leader appointed, declaring a Climate Change Emergency and Community Safety.
 - d) DCC temporary road restrictions for carnival events.
 - e) Twinning Association (Youth): message thanking the Council for the grant of £250.
- All noted by the Parish Council.

PC 35-6-19 Report highway matters and any street cleaning required

On Exeter Road, trees are growing over the grass verge from the bus stop opposite London Inn Mews to the SWW site, it will be requested that these are cut back.

Parking near the Primary School is a problem; enforcement officers will be asked to visit at 8.45 and 15.15.

PC 36-6-19 Items for press release and/or the newsletter

The next newsletter might include a voluntary clean-up day – Sustainable South Brent will be consulted.

PC 37-6-19 Items for the next agenda

As indicated above.

The meeting closed at 9.59 pm.