

South Brent Parish Council

www.southbrent.gov.uk

CHAIRMAN

Cllr Greg Wall
8 Hillside Close
South Brent
Devon
TQ10 9AZ
Tel: 01364 73193
chairman@southbrent.gov.uk



CLERK

Mrs Julia Willoughby
PO Box 246
Totnes
Devon
TQ9 9DY
Tel: 01364 72894
clerk@southbrent.gov.uk

22 November 2016

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on Monday 28 November 2016 at 7.30 p.m., in the side hall at the Village Hall, Station Approach, South Brent.

Councillors are reminded to consider whether any items in their Register of Interests should be updated.

Members of the public and the press are most welcome to attend the meeting.

Yours sincerely
Julia Willoughby
Clerk to the Council

Before the meeting there will be an Open Forum for discussion with members of the public for 15 minutes for items not included on the agenda (each speaker has a maximum of 5 minutes at the discretion of the Chairman).

AGENDA

1. Record of members present.
2. Apologies for absence.
3. Declarations of interest (and nature) with regard to items on the agenda.
4. Consider the granting of dispensations.
5. Public participation session with respect to items on the agenda.
6. Police report (Crime and Disorder Reduction).
7. Confirmation of the accuracy of the minutes of the Parish Council meeting held on 17 October 2016.
8. Report matters arising from the minutes – for information only.
9. District / County Councillors and DNPA Parish Council representatives report.
10. Parish Council Committees, working groups and stakeholder groups:
 - Finance Committee** meeting held on 3 October (minutes attached), recommendations:
 - A. The Financial Regulations require no amendments.
 - B. Complaints, Grievance and Discipline Procedures - no amendments are required.
 - Planning Committee** meeting held on 10 October, minutes to be adopted by the Council.

Update on the BT consultation on proposed removal of public payphones on Dartmoor (phone box at Aish).

Media Committee meeting held on 31 October (minutes attached), recommendations:

1. **The Committee consider that SWE 1 and EE 1 fall within their remit:**

SWE 1 Develop a fully inclusive and accessible community, promoting equality and diversity across all socioeconomic, intergenerational and ability groups, including the more vulnerable, fostering a feeling of pride in our community and cultivating effective relationships.

If information about what is happening in the village is readily available to all, everyone has an opportunity to participate in events. It would be possible at the OSSR meeting (in January) to start to establish what information other groups produce and when.

EE 1 Create a "Visit South Brent" resource, online and brochure providing information for visitors about Brent facilities accommodation, register of B&B and Air BnB, shops etc. to increase online presence to get footfall and money into the village.

'Airband' could be invited to make a presentation at the Annual Parish Meeting. The Committee will investigate the dissemination of information locally.

This Committee recommends **the Council focusses on the Key Action Points of the Parish Plan initially, and considers the associated action points as and where appropriate.**

2. No changes are required to the Freedom of Information policy.

Open Spaces Committee meeting held on 7 November (minutes attached), recommendations:

(i) The Open Space, Sport and Recreation plan meeting takes place on 16 January 2017, with one representative from each organisation invited. The group will formulate terms of reference.

(ii) Key actions from the Parish Plan 2016+ which are appropriate to this Committee

CF 1 Improve open space, sports and recreational facilities for all building for the future through a comprehensive development of the Recreation Ground and building to its full potential, and improve creative facilities.

This will be ongoing, assisted by the work of the OSSR group.

VE 1 Conduct an audit of accessibility for all public access facilities including provision of ramps, further dropped curbs and further safe crossing points.

An audit of dropped kerbs was carried out some years ago by DCC Highways, this may still be relevant with additions. (Also relevant to the Planning Committee.)

VE 2 Provide more litter & dog bins to encourage and achieve a cleaner environment. Ensure effective street cleaning, working with the waste authority and residents to reduce litter, especially dog fouling and improve recycling facilities throughout the parish. Encourage local groups to participate in activities which will enhance the village environment.

SHDC wishes to carry out a review of litter and dog bins for possible relocation (a map will be requested) on the agenda for the November Council meeting.

VE 3 Provide suitable additional signposting of all village facilities including car parks. Improve the appearance of the public areas in the village centre and beyond in respect of planting, seating, lighting and street furniture, possibly linked to an environment conservation improvement scheme.

Apart from signage this falls within the remit of this Committee.

(iii) Station Yard insurance for the surface cost of £36,000 is £98; the clerk met with a representative of Glendinning last week, the resurfacing costs and the approximate cost for works at the western end of the Station Yard will be sought (for possible future improvement). It has been confirmed that the Parish Council will receive 100% rate relief for the Station Yard.

(iv) All three bus shelters are kept in a good state of repair and are re-painted, as required.

Finance Committee meeting held on 21 November, the Committee recommends a (draft) Budget for 2017-18 of £52,495 (email) and any urgent matters to be reported.

11. Correspondence circulated to Councillors:

- 1) P Hedges (for Trustees of the Toll House): the intention of the Trustees is that the Toll House is transferred at nil cost to the Parish Council, so Windeatts Solicitors charges (to the Parish Council) will be paid from the Action Group's remaining funds (and a plaque is requested).
- 2) DCC Waste Manager: DCC will no longer support the Devon Community Composting Network and from 1.4.17 a new rate of £25 per tonne for garden waste will be introduced (Cllr Rawlinson).
- 3) P Wainwright: Lloyds Bank South Brent branch is due to close on 29 March 2017.
- 4) DCC Highways and DNPA: DCC proposes replacing paving slabs in Church Street and Station Road with a bitmac surface; DNPA does not support this but request that the replacement is surface dressed in an appropriate colour.
- 5) SHDC: comments are requested on the revised litter street cleaning service and a review of litter and dog bins to ensure they are in the appropriate locations.
- 6) DCC Highways: Control of Waiting amendment order for Ashwood, Clobells, Chapel Fields and Church Street.

12. Update on proposals for IT training (Cllr Rawlinson).

13. Update on the Recreation Field (Cllr Kelly).

14. Consider a response to the public consultation 'Your Future Care' (Cllr Rawlinson). <http://www.newdevonccg.nhs.uk/about-us/your-future-care/102019>

15. Progress with helipad lighting works for Devon Air Ambulance and possible grant funding (Cllr Kelly).

16. Consider a request for double yellow lines opposite the new development in Exeter Road (referred to as Palstone Meadow).

17. Possible cost of digitising Council documents and arrangements required (Cllr Kelly).

18. Christmas lights 2016 and request for sponsorship.

19. Request for Community Champion nominations for 2016.
20. Consider the draft calendar of meeting dates for 2017 (to be published on the website) (email).
21. Consider any Community Benefit Fund applications.
22. Consider changing the completion date for Community Benefit Fund applications over £250.
23. Can this community, through the Parish Council, help in the current refugee crisis?
24. Update on the provision of speed sign/s for Exeter Road.
25. Correspondence available on the table at the meeting (or by arrangement with the clerk):
 - a) DCC: temporary prohibition of through traffic 26 Nov. for carnival and 16-20 Jan. at Hillside.
 - b) SHDC: Council tax support grant details.
 - c) Mr A Priddey: thanking the Council for replacement of the disabled parking bay and requesting that dropped kerbs are more clearly marked.
 - d) Citizens Advice South Hams: Annual Report and request for a donation.
 - e) Build Manager, Cavanna: a safety audit will take place in Exeter Road and signs will be replaced.
 - f) Royal Mail: the former post box does need to be black.
 - g) South Brent Children's Clubs, SB Old School Centre, SB Carnival Committee, SB Football Club and SB Cricket Club all express thanks for the Community Benefit Fund grants due to be issued.
 - h) Devon Association of Local Councils newsletter.
 - i) Greater Dartmoor Local Enterprise Action Fund information.
 - j) DCC: for 2017-18 £653 will be allocated by DCC for grass cutting.
 - k) Windeatts Solicitors: files held regarding Vicarage Road Allotments and a lease with the Recreation Association will be closed, if agreeable. £22 credit will be transferred to Mr Clarke in connection with the Toll House.
 - l) South Brent News: comments on the lack of street cleaning.
 - m) Devon Communities Together: surgery 30 Nov 1-7 pm at Bridestowe.
 - n) DCC: there is a provisional date of 28 Nov. for a meeting to include traffic speeds in Exeter Road.
 - o) DCC: flooding information requested for 19-21 Nov.
 - p) Clerks & Councils Direct magazine.
 - q) Healthwatch Voices newsletter.
 - r) Devon Senior Voice newsletter.

26. Report highway matters and street cleaning required.

27. Finance:

Accounts for payment.

28. Items for press release and/or the newsletter.

29. Items for the next agenda.

30. Dates of Parish Council meetings:

5 Dec – Planning Committee,
 12 Dec – Parish Council,
 9 Jan - Planning Committee,
 16 Jan – OSSR
 30 Jan - Parish Council.