

South Brent Parish Council

www.southbrent.gov.uk

CHAIRMAN

Cllr Cathie Pannell
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CLERK

Mrs. Lucy Bruckner
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PO Box 559
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26th April 2021

Dear Councillor,

You are hereby summoned to attend the Annual Parish Council Meeting of South Brent Parish Council on Tuesday 4th May 2021, at 7.30 p.m.

The meeting will be hosted via Zoom: <https://zoom.us/j/97119547191>

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 faithfully
Lucy Bruckner
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 five minutes at the discretion of the Chairman).

AGENDA

- 1) Election of the Chairman of the Parish Council and signing of the Declaration of Acceptance of Office.
- 2) Election of Vice-Chairman of the Parish Council.
- 3) To receive Registers of Interests from all Councillors (virtual).
- 4) Record of members present.
- 5) Apologies for absence.
- 6) Declarations of interest (and nature) with regard to items on the agenda.
- 7) Consider the granting of dispensations.
- 8) Public participation session with respect to items on the agenda (including any comments from Councillors with a personal interest in an agenda item).
- 9) Police report (Crime and Disorder Reduction).
- 10) Confirmation of the accuracy of the minutes of the Parish Council meeting held on 26th April 2021.
- 11) Report matters arising from the minutes – for information only.
- 12) Parish Council Committees, working groups and stakeholder groups.
- 13) Review of delegation arrangements to committees and working groups.
- 14) Review of terms of reference for Committees.
- 15) Receipt of nominations to existing Committees and working groups:
 - Planning Committee (at least eight members), and election of Chairman.

- Finance Committee (six members including the Chairman of the Parish Council).
- Media Committee (six members).
- Land & Estates Committee (six members).

Working Groups

- Christmas lights.
- Open Space, Sport & Recreation.
- Climate and Ecological Emergency Advisory Group.
- Local traders/village centre group.

- 16) Appointment of any new committees and working groups.
- 17) Review standing orders and financial regulations; land and assets; insurance cover; membership of other bodies; complaints procedure and Freedom of Information policy.
- 18) Arrangements for the Council to be eligible to exercise the general power of competence.
- 19) Appointment of representatives to, or liaison with outside bodies:
 - South Brent Primary School Governing Body
 - Recreation Association (four members)
 - DCC Highways Liaison (if required)
 - Parish Council Tree Warden
 - Dartmoor National Park Forum representative and reserve
 - SHDC Parish Cluster representative
 - Burial Ground Committee (two members)
 - Village Hall representative
 - Vicarage Road Allotment Association representative
 - Sustainable South Brent representative
 - South Brent Community Land Trust representative
 - Twinning Association representative.
- 20) Arrange for the inspection of the deeds and trust documents in the custody of the Council.
- 21) Carry out a review of the effectiveness of the system of internal control of the accounts during the year to 31 March 2021.
- 22) Independent Audit report on the accounts for the year ended 31 March 2021.
- 23) Consider approval of the Annual Governance Statement (Section 1 of Annual Return).
- 24) Consider the Accounting Statements and approval (Section 2 of Annual Return).
- 25) To adopt Scheme of Delegation.
- 26) Progress with S106 funding projects
- 27) Correspondence circulated to Councillors:
- 28) Planning matters:
 - a. Any amended applications
 - b. Planning applications

Application	Proposal
0198/21 DNPA	Addition of first floor extension and Juliet balcony at Glazebrook Farm, South Brent
1289/21/FUL	Extension to car sales business, Wonton Farm, Diptford, Totnes, TQ9 7LS
 - c. Planning Decisions.
 - d. Tree Applications.
- 31) Plan official openings of facilities provided with S106 funding.
- 32) Update on the Recreation Field (Cllr Kelly). To consider purchase of a new toilet door at £275
- 33) Consider any Community Benefit Fund applications.

34)

Finance

- a. To agree the Accounts for payment for May 2021
- b. Parish Basic Allowance 2021/2022 (email standard letter to Cllrs)

35)

Correspondence

- 36) Report highway matters and any street cleaning required.
- 37) Items for press release and/or the newsletter
- 38) To consider changing the start time of meetings to 7pm from 7.30pm.
- 39) To consider running two meetings back to back on one night when agendas allow.
- 40) The cessation of Zoom meetings from 7th May 2021 dependant on Parliaments decision w/c 26th April and how this affects this Councils meeting dates.
- 41) To consider the quotation for repairs to the benches, seats and other items requiring attention. (List circulated)
- 42) *Cllr Cruz. BT telephone box in village centre, bottom of door needs work and box needs painting.*

PART 2

- 38) Pursuant to Section 1(2) Public Bodies [Admission to Meetings] Act 1960, to resolve to exclude the public and press due the confidential nature of the business to be transacted.
- 39) To resolve re-admittance of public and press to the meeting.
- 40) Items for future agendas.
- 41) Date of the next Parish Council meetings: TBC