

South Brent Parish Council

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CHAIRMAN

Cllr Glyn Richards
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CLERK

Mrs Lucy Bruckner
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21 September 2021

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on Monday 27th September 2021 at 7.30pm at South Brent Village Hall, Station Approach, South Brent, TQ10 9JL.

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 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) To approve the previous proposal, Minute PC 29-08-21, sanctioning and censuring Cllr Granados for breaches of the Code of Conduct as detailed in the attached report.
- 5) Consider the granting of dispensations.
- 6) Co-option of one Councillor.
- 7) Public participation session with respect to items on the agenda (including any comments from Councillors with a personal interest in an agenda item).
- 8) Police report (Crime and Disorder Reduction).
- 9) Confirmation of the accuracy of the minutes of the Parish Council meeting held on 23rd August 2021.
 - a. Distribution to Chairmen of full council and committees of Minutes taken during virtual meetings. For checking and signature, to be returned to the clerk at next full council meeting.
- 10) Report matters arising from the minutes – for information only.
- 11) Report from the District Councillors
- 12) Report from County Councillor
- 13) Highway matters including Church Street and street cleaning programme.
- 14) DNPA Parish Council representatives report (Cllr Cathie Pannell)
- 15) Parish Council committee and working group reports. Members are reminded that that committee meetings need to be quorate.
- 16) Parish Council representative's reports including DALC board member.

A: Finance and Human Resources (Cllr Paul Astal-Stain)

 - a. A recommendation that Alison Marshall, Local Council Administration Services is contracted as internal auditor for 2021/22.
 - b. A recommendation that the Council Representatives on Outside Bodies Policy be agreed.
 - c. The recommendation that on review of the Risk Register, no changes are made to level of risks but comments are updated, circulated and published to the website.

- d. A recommendation that the Park keeper/cleaner is not replaced, but that the Council continue to use contractors.
- 17) Clerks report. Forwarded in advance, for information only.
- 18) To consider the Parish Council accepting a gift of land known as The Luces.
- 19) Review the Scheme of Delegation.
- 20) To agree dates and venues for 2022 meetings (forwarded).
- 21) Planning matters
 - a. Amended applications.
 - b. Planning applications.
 - c. Planning Decisions.
 - d. Tree Applications.
 - e. To consider the draft Memorandum of Understanding from SHDC and indicate whether to agree to enter into the agreement (forwarded via email 13th September).
- 22) Finance
 - a. To agree to part refund the Locality budget payments from DCs' Smerdon and Pannell and CC Thomas as shown on the payments list.
 - b. To allow Sweeney Toddlers to keep the balance of the CBF.
 - c. To agree the Accounts for payment for September 2021.
 - d. Correction of 2020/2021 AGAR year end accounting form, circulated in advance and corrections to be initialled by Chairman and clerk.
 - e. To consider increasing the quorum for the November 2021 Budget meeting to a minimum of five members.
 - f. To agree the Terms of Reference for the Finance and HR committee.
 - g. Lloyds Bank access. The clerk to apply for delegate user access, form completed, two signatures required. To remove the former Clerk and ex-Cllrs as signatories (details in clerks report). To consider adding to the list of signatories.
- 23) Arrangements for the Remembrance Service and Act of Remembrance.
- 24) To consider the Queens Platinum Jubilee and the Queens Green Canopy, June 2022.
- 25) DALC Board elections – Council to consider and cast their vote for three members.
- 26) Consider the Dartmoor byelaws consultation (forwarded via email 20th September).
- 27) To confirm the ownership of boundary hedges and trees at the Recreation Ground and quotation for works on the same.

PART 2

- 28) 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.
- 29) To resolve re-admittance of public and press to the meeting.
- 30) Items for future agendas.
- 31) Date of the next Parish Council meetings: