

South Brent Parish Council

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CHAIRMAN

Cllr Glyn Richards
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CLERK

Mrs Lucy Bruckner
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7 December 2021

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on Monday 13th December 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

- 1.12.21 Welcome and record of members present.
 - 2.12.21 Apologies for absence.
 - 3.12.21 Declarations of interest (and their nature) regarding agenda items.
 - 4.12.21 Consider the granting of dispensations in relation to 3.12.21.
 - 5.12.21 Public participation session with respect to items on the agenda (including any comments from Councillors with a personal interest in an agenda item).
 - 6.12.21 Police report (crime and disorder reduction).
 - 7.12.21 Confirmation of the accuracy of the minutes of the Parish Council meeting held on 29th November 2021, to be signed by the Chairman of that meeting.
 - 8.12.21 Report matters arising from the minutes – for information only.
 - 9.12.21 Report from South Hams District Councillors.
 - 10.12.21 Report from Devon County Councillor.
 - 11.12.21 Highway matters including Church Street and street cleaning programme.
 - 12.12.21 DNPA Parish Council representatives report (Cllr Cathie Pannell). Note the adoption of the Dartmoor Local Plan.
 - 13.12.21 Parish Council committee and working group reports. Members are reminded that committee meetings need to be quorate.
- FINANCE

A RECOMMENDATION to update the Finance and HR Committee terms of reference to a minimum of seven members and a quorum of four, with the exception of the budget setting meeting which is a minimum quorum of five.

A RECOMMENDATION to re-name the Reserves Policy to General Reserves Policy.

A RECOMMENDATION that one Scale Point Increment as detailed by the National Joint Council would be applied from the 1st April 2022 to the Clerk's salary.

A RECOMMENDATION that the full 300 hours of CiLCA training for the clerk is funded if necessary.

A RECOMMENDATION that this Council continue to make the Parish Basic Allowance available to elected members from 1 April 2022 and that it is increased to £240 per annum.

RECOMMENDED that £5000 is added to the Local projects budget line for the Queens Platinum Jubilee Celebrations.

FOR DECISION BY FULL COUNCIL. Budget and Precept request FOR 2022/2023.

14.12.21 Parish Councils representative's reports including the Recreation Ground and DALC board member.

15.12.21 Clerks report. Forwarded in advance.

i. To consider a resolution for communication and priorities of the clerk's work.

16.12.21 Planning – Chairmanship passes to Chairman of Planning

i. Amended applications. None received.

ii. Planning applications

Application number	Details	PC comment
SHDC 4350/21/AGR	Wonton House, Diptford, TQ9 7LA. Application Type Agricultural Determination. Applicant Mr Tristan Freeth. Application to determine if prior approval is required for a proposed alteration of an existing road or highway for agricultural use.	
SHDC 4129/21/FUL	Change of Use of agricultural land and dwelling house to outdoor educational facility (Use Class F1 (a). Bridge House Farm, Portford Lane, South Brent, TQ10 0PF.	
DNPA 0678/21	Erection of single storey extension at Leigh Grange, South Brent.	

iii. Withdrawn applications.

SHDC 1289/21/FUL Wonton Farm Diptford Totnes TQ9 7LS Applicant Mr Darren Freeth – Gosworthy Ltd t/a Totnes Car Sales. Application type: Full Planning Application, grid ref: (272902, 59263) Proposal: Extension to car sales business.

iv. Planning decisions

Application number	Detail	PC comment	PA decision
DNA 0147/19	South Hams District Council & South Brent Community Land Trust Proposal: Erection of 17 dwellings (12 affordable and 5 open market) and associated infrastructure, land at Palstone Lane, South Brent.	Not found	Application determined by committee.
DNPA 0551/21	Single storey extensions to front and rear, including rooflights, 6 Heather Park, South Brent.	No comment	Granted

v. Tree applications. None received.

vi. Appeals. D/21/3279428. Glazebrook Farm. Addition of first floor extension and Juliet balcony. Dismissed.

17.12.21 Finance – Chairmanship returned to Chairman of the Council

- i. To ratify the agreement to reimburse the clerk £26.00 per month for heat and light of home working, back dated to March 2021. Agreed in clerks report November 2021 as an agenda item but the reimbursement from start of employment to date was not listed. ~~Nine months, March 2021 to end of November 2021 – £234.00. Minute 19.11.21 iii – Proposed by Cllr Pannell and seconded by Cllr Johnston, carried unanimously. Voted to back pay, carried unanimously.~~
 - ii. To agree pension contributions for the clerk as detailed in the Contract of Employment.
 - iii. To consider a grant to South Brent Recreation Association for a publicly accessible defibrillator.
 - iv. To agree the Accounts for payment for December 2021, to be signed by two Cllrs.
- 18.12.21 To consider the Council's Freedom of Information Act Policy last updated 2014.
- 19.12.21 Vision 2020. To consider trees including blossom trees, grass and cutting, the plan for Chapel Fields, the 4b's and other relevant pertaining information.
- 20.12.21 Appoint two Cllrs to work with the Chair of Finance and HR to carry out the clerk's annual appraisal.
- 21.12.21 To consider the South Brent signal box roof finials and their future care and display.
- 22.12.21 Litter collection point moving from Palstone Park to Station Yard car park to be discussed.
- 23.12.21 Review of this councils Code of Conduct policy, to be compared with South Hams District Councils Code of Conduct policy and adopt if agreed.
- 23.12.21 To consider the future of the parish council Newsletter.
- 24.12.21 Part 2
 - i. 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.
 - ii. To resolve re-admittance of public and press to the meeting.
- 25.12.21 Items for future agendas
- 26.12.21 Dates of next Parish Council meetings. Note meetings to be held at Palstone Pavilion at the Recreation Ground. TQ10 9JP 10th January 7.30pm Planning, 8.15pm Finance & HR, 24th January 7.30pm full parish council.