

SOUTH BRENT PARISH COUNCIL

Minutes of the Parish Council meeting held on 21st August at 7.30pm at The Pavilion, Palstone Park Recreation Ground, South Brent. The Chairman welcomed everyone to the meeting.

Before the meeting there was 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).

A member of the public raised concerns regarding the management of the Packhorse public house.

A member of the public attended to discuss amendments to the Parish Crest. To be put on the September agenda for final decision.

Two members of the public left the meeting.

1.8.23	Record of members present. Cllrs. Richards, Hanney, Butcher, Armstrong, Johnston, P. Astal-Stain, S. Astal-Stain, C. Pannell, G. Pannell, Childs, Hancock, Clerk Jane Sullivan and 3 members of the public.
2.8.23	Apologies for absence and reason. Cllr Fone, holiday. The Council approved this apology. & County Cllr Thomas sent his apologies as he is on holiday.
3.8.23	Declarations of interest (and their nature) regarding agenda items. Cllr. Childs – prejudicial interest in planning application DNPA 0325/23 & DNPA 0326/23. Cllr. G. Pannell – declared a personal interest in planning application DNPA 0306/23 & standing interest in DNPA and SHDC. Cllr. C. Pannell – declared a personal interest in planning application DNPA 0306/23.
4.8.23	Consider the granting of dispensations in relation to 3.8.23. None received.
5.8.23	Public participation session with respect to items on the agenda (including any comments from Councillors with a personal interest in an agenda item). None.
6.8.23	Police report (crime and disorder reduction). None received since last meeting. More evidence of graffiti in the village and some signs of drug use in the play park. Police have been asked to patrol in the evenings.
7.8.23	Confirmation of the accuracy of the minutes of the Parish Council meeting held on 17 th July 2023. Two minor amendments to Councillor names. Taken as read, carried unanimously and signed by Cllr. Richards.
8.8.23	Report matters arising from the minutes – for information only, nothing raised
9.8.23	Chairman's update. Chairman will be attending Civic service at the invitation by Chairman of South Hams District Council. At the Devon Association of Local Councils meeting last week he was elected Vice Chairman of Human Resources. He attended a meeting with Town and Parish Councils, and there will be a delay in the roll out of the new refuse collection, they remain hopeful that it will be this autumn.
10.8.23	Report from South Hams District Councillors. Circulated in advance. Housing survey being conducted, council response to be collated at the next meeting. Appendix B
11.8.23	Report from Devon County Councillor. No report received as annual leave.
12.8.23	DNPA Parish Council representatives report. Information from Cllr G Pannell. The National Park appeal regarding backpack camping was upheld by the High Court. This being appealed by the landowners. Concerns raised regarding Government announcement on planning to relax planning permission in barns and shops to accommodation in AONB and national park. Clerk to draft letter to Anthony Mangnall MP.
13.8.23	Highway matters and street cleaning. Buddle holes cleared. Gardener continues to Station Road, green debris being received at The Marsh.
14.8.23	Parish Council committee and working group reports. Members are reminded that committee meetings need to be quorate. Beating the Bounds – 31.7.23 – plans progressing well. Last meeting on 11.9.23. Eventbrite set up and people are already signing up. The council thanked Tristram Grevatt for his work creating the programme. Media Working Group 14.8.23 – the autumn newsletter will be smaller edition than the last one, Cllrs to supply brief details to be published alongside their photograph and contact details. Articles from local groups have been requested and will be included. Will get 150 printed to be distributed.
15.8.23	To receive any updates from Council representatives on outside bodies, can be verbal or written and circulated in advance. Community Land Trust – Cllr. Butcher to meet with District Cllrs regarding existing planning permissions, SHDC Cllrs. are aware of difficulties and will liaise with CLT at next meeting. Allotments – (Cllr. S. Astal-Stain) worried about losing land to graveyards – 28 people currently on allotment waiting list. There is no need to use this land for graveyard in the foreseeable future. The Allotment association could look at further land themselves if they wish to expand their facilities. SSB – (Cllr. S. Astal-Stain) Plan to put up swift boxes on the front of houses and may need to close the roads for a small amount of time. Clerk to contact Highways officer. Cllr S. Astal-Stain has been approached regarding the lack of a drop kerb opposite at the junction with Shipley Close and Totnes Road. Cllr. Hancock met with Travel Devon who are looking into this matter. Clerk to contact Highways to enquire regarding any cost. South Brent Community Energy Society is celebrating their 10 th anniversary. Proposed by Cllr. Hanney to purchase cake up to the value of £25 from s137, seconded by Cllr. Hancock, carried with 4 abstentions. Cllr Johnston attended 4B's meeting.

16.8.23	Clerk & administrative matters. i. Report on actions taken on the resolutions of the last full council meeting. Noted. Locum has been found to cover clerk's annual leave. Clerk has signed up for Introduction to Local Council Administration. The council resolved unanimously to pay the clerk additional hours for ILCA training. ii. General report circulated in advance for information only. The contract for the Ricoh printer ends in November and notice has been given for it to be returned. iii. Updates from National Association of Local Councils, Devon Association of Local Councils, Society of Local Council Clerks and the civility and respect pledge		
17.8.23	Planning <i>Cllr Childs left the room</i> Chairman passed to Cllr Johnston. Vice Chairman of Planning		
	i. Amended Applications		
	Application No.	Detail	PC comment
	DNPA 0325/23	Variation of Condition 2, 4, 5 and 6 of approved planning application reference 0480/22 for a replacement rear extension , Stippadon Farm, South Brent, Devon, TQ10 9DX	Noted
	DNPA 0326/23	Variation of Condition 2, 4, 5 and 6 of approved planning application reference 0481/22 for a replacement rear extension , Stippadon Farm, South Brent, Devon, TQ10 9DX (South Brent)	Noted
	<i>Cllr. Childs returned to the meeting</i>		
	ii. Planning Applications		
	Application No	Detail	PC comments
	DNPA 0322/23	Demolition and rebuilding of the pitched roof, The Rock, Aish, South Brent, Devon, TQ10 9JL	Noted
	DNPA 0306/23	Convert existing dwelling into two dwellings and provide car ports with affordable dwelling above, form parking areas and gardens and alterations to existing dwelling, Phoenix House, South Brent, Devon, TQ10 9JD	Recommends refusal of this planning application as it does not meet DNPA affordable housing criteria. If DNPA members are minded to approve it, the Parish Council would ask that the affordable unit and local needs property have a South Brent Parish specific residency clause attached. Proposed to by Cllr. Hancock and seconded by Cllr. Butcher, carried with one abstention.
	DNPA 0352/23	Replacement Roof and windows, Lutton House, TQ10 9EA	Noted
	DNPA 0307/23	Fixing Commemorative plaque to external wall of Toll House, Church St, (listed building)	The Parish council is the applicant and have received comments from the Building Conservation Officer. Proposal to

			withdraw this application by Cllr. Johnston and seconded by Cllr. Butcher and find a suitable location inside the Toll House to fix plaque.
	iii.	Withdrawn applications. None.	
	iv.	To consider any applications listed on the planning portals prior to this meeting, Planning Dartmoor and Planning - South Hams District Council	
	v.	Planning decisions	
		Application No.	Detail
		DNPA 0250/23	Airlea, Chapel Fields – replace conservatory with a single storey extension.
		PC comment	PA decision
		No objections	Approved with conditions
	vi.	Planning Appeals - None	
		Application No.	Detail
		SHDC 0551/23	The Cedars South Brent TQ10 9LW. Application to determine if prior approval is required for a proposed change of use of agricultural buildings to dwelling house
		PC comment	PA decision
		Noted	Prior approval refused
	vii.	Tree applications. 2375/23/TPO Fraxinus Excelsior - fell and replace with Sorbus Sargentiana due to severe dieback. Cloisters South Brent. The site of this tree is not in South Brent Parish. <i>Chair passed back to Cllr. Richards.</i>	
18.8.23	Finance.		
	i.	To receive report on SSE electricity supplier for Stockbridge Lane. Update in Clerks report as no outcome from SSE.	
	ii.	To agree to renew the SHDC insurance of the play park. Proposed by Cllr. Childs and seconded by Cllr. P. Astal-Stain to agree to continue with South Hams District Council inspection and insurance of the play park. Carried unanimously.	
	iii.	To consider Community Benefit Fund request for £500 from Explorer Scouts. Proposed by Cllr. Hancock, seconded by Cllr. Childs and carried unanimously.	
	iv.	To agree the Clerks attendance at the Devon Association of Local Councils AGM on 27th September. Proposed by Cllr. P. Astal-Stain, seconded by Cllr. Butcher and carried unanimously. The Parish Council gave delegated authority to vote on their behalf at the AGM, proposed by Cllr. P. Astal-Stain, seconded by Cllr. Butcher, carried unanimously, with one abstention,	
	v.	To agree accounts for payment for August 2023, see appendix A. It was proposed by Cllr. P. Astal-Stain and seconded by Cllr. Cllr. Hanney that the payments were made. Cllr Richards and Cllr. Childs signed the payments.	
19.8.23	To consider upgrading the IT for the Clerk, laptop, printer and mobile phone. Proposed by Cllr P Astal-Stain, and seconded by Cllr Hanney, to proceed with the Clerks timescales. Carried unanimously.		
20.8.23	To consider submitting request to South Hams District Council to register the Packhorse Public House as an asset of community value. Proposed to proceed with registration, by Cllr. Butcher, seconded by Cllr. Johnston, carried, with one abstention. Clerk to inform Admiral Inns and the current licensees.		
21.8.23	To note and consider any correspondence received by the clerk. Email received regarding tree debris falling into the road and onto a car during recent storms. Clerk has contacted Dartforest to assess trees in Exeter Road.		
22.8.23	To consider commissioning a new Housing needs survey. The last survey was completed in 2014. Will await approach by Devon Communities Together.		
23.8.23	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 consider proposal from Quintas energy. An offer has been received from Quintas Energy regarding the future of the community benefit fund money. It was proposed to accept the offer by Cllr. Childs, seconded by Cllr. Johnston, and carried, with one against. Clerk to contact Quintas Energy.	
	iii.	To discuss the revised proposal from Old School Community Centre. It was proposed by Cllr. Richards and seconded by Cllr. Childs that the Clerk liaise with the Old School trustees to arrange a date for a site visit, prior to the next council meeting in September.	

	iv. To resolve re-admittance of public and press to the meeting
25.8.23	Items for future agendas. To trial Council meetings at the village hall.
	Dates of next Parish Council meetings. All meetings start at 7.30 at Palstone Recreation Ground (unless stated otherwise) • 4.9.23 – Christmas Lights followed by Finance & HR • 11.9.23 – Beating the Bounds working group • 18.9.2023 – Full Council • 23.9.23 – Beating the Bounds 9am at Heathstone Head • 25.9.23 – OSSR followed by L&E • 16.10.23 – Full Council • 20.11.23 – Full Council • 4.12.23 – Finance – Budget Setting

Appendix A

Accounts for August 2023

	Payee	Detail	Amount	Method/date
1	Ricoh	Printer lease & printing since 02.21	£99.90	DD 14/07/23
2	SLCC	ILCA training PC	£144.00	BACS 24/07/23
3	Cyan Teak furniture	Memorial bench & anchors PC	£629.99	BACS 25/07/23
4	Unity Bank	Cheque to open account PC	£500.00	CHQ 28/07/23
5	T. Grevatt	Freeman scroll PC	£215.00	BACS 28/07/23
6	SBADC	South Brent Caring Grant	£1,000.00	BACS 28/07/23
7	Pennon Water	Sanderspool Cross WC	£15.00	DD 1/8/23
8	Pennon water	Stockbridge Lane toilets quarterly	£122.20	DD 1/8/23
9	Hiscox Insurance	Public Liability Insurance	£402.62	DD 1/8/23
10	Moortek	MS 365 monthly plan & Heimdal security	£17.28	DD 11/8/23
11	PWLB	Public Works Loan Board	£1,224.00	DD 15/8/23
12	SCG (was Brigantia)	WiFi Phone Clerk	£18.00	DD 18/8/23
13	Station House Hotel	Freeman Event	£330.00	
14	Reimburse C Pannell	Freeman cake	£19.00	
15	Reimburse C Pannell	Freeman flowers	£20.00	
16	J&MJ Widdicombe	Drain clearance	£211.20	
17	DALC	training Clerk 3	£36.00	
18	Reimburse P. Kelly	toilet rolls Sanderspool Play park	£23.90	
19	EDF	Sanderspool Play Park	£26.34	DD 22/8/23
20	IDALC membership	Annual membership	£7.00	
21	Community Heartbeat	Aish defib phone installation	£762.00	
22	Reimburse Cllr. Johnston	Bags for Beating the Bounds	£13.99	
23	SW grounds maintenance	Grass cutting	£648.00	
24	M. Bancroft	Roadside weed clearance	£150.00	
25	Reimburse Clerk	defib pads	£77.94	
26	Reimburse Clerk	cleaning materials for Sanderspool	£26.43	
27	Reimburse Cllr. Johnston	Broom for Toll House	£7.50	
28	Reimburse clerk	Heat & Light July	£26.00	
29	Reimburse clerk	Mileage July 30 miles @.45ppm	£13.50	
	To Ivybridge re frame x2, meetings & L&E visits			

		£4,197.90
Payroll		
Tax & NI + employer gross NI @ £112.13		£488.89
Payroll Total		£1,682.91
Total Payments for August 2023		£5,880.81

NB EDF revised bill after meter reading submitted £70.79 deducted on 18/7/23

Signed <i>Richards</i>	<i>G.</i>	<i>A. Childs</i>
	Chairman	Vice-Chairman
Date approved for Payment	21.8.23	minute 18.8.23v.

RECEIPTS August 2023

Donation from R. Grills	£629.99
Lloyds re admin error	£40.00
General Reserves Interest 6057	£49.01
Earmarked reserves Interest 9815	£43.21
Total receipts	£762.21

Total Bank accounts

Treasurers Acc	£6,519.34
General Reserves Business Bank Instant Funds 6057	£66,307.47
Earmarked Reserves Business Bank Instant Funds 9815	£58,505.99
Unity Current Account	£500.00
Total	£131,832.80

Community Benefit Fund	balance brought forward from previous years	£3,351.25
	new 23/24 allocation	£6,300.00
2023/24 fund		£9,651.25
grants paid	Ivybridge Youth Bus	£1,000.00
grants allocated	SB Recreation Association	£5,000.00
Community Benefit Fund Balance		£3,651.25
Refugee Group Balance		£65.65

Appendix B

Parish report from your District Councillors August 2023

Devon Housing Commission

The Devon Housing Commission (DHC) was launched in July 2023 to act as a powerful voice in tackling the housing crisis.

The DHC consisting of eleven local authorities, including South Hams, has been created to conduct an in-depth analysis of the various local housing markets, social economics, and demographical changes across Devon to help influence significant housing and social policy change.



The Commission is currently running a short survey asking about the housing issues we face across the District, how to solve them and how the commission might be able to help.

On behalf of the Council, our Housing team has responded and highlighted all our challenges, but we ask that you also take this opportunity to have your say on the issues your communities face.

Find out more and take the survey [online here](#).

Housing Loss Prevention Advice Service

With the high costs of living across the District, money for many of our residents is tight at the moment. So, if you are aware of someone who is worried about eviction or repossession of your home, then help is at hand.



The government has launched a new service where people can receive free legal advice to help them keep their home and avoid costly court proceedings.

The Housing Loss Prevention Advice Service will be available from the moment a written notice is received by a tenant or a homeowner, providing them with legal representation in court, regardless of their financial circumstances.

You can direct your residents to find out more information from [the Gov.UK website](#).

As you know, making sure our residents get the housing support they need is one of our top priorities. You can find out more information about the help we offer on housing services by taking a - [visit to our website](#).