

SOUTH BRENT PARISH COUNCIL

Minutes of the Parish Council meeting held on 11th December 2023 at 7.30pm at South Brent Village Hall, Station Approach, South Brent, TQ10 9JL. 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).

- 1.12.23 Record of members present. Cllrs Richards, Butcher, S. Astal-Stain, P. Astal-Stain, Childs, Johnston, Hancock (also District Councillor), G. Pannell (also District Councillor), and clerk Jane Sullivan. *Subsequent to the meeting Cllr. Hanney informed the Clerk that he had a prior engagement.*
- 2.12.23 Apologies for absence and reason. Cllr Armstrong, Cllr Fone and Cllr. C. Pannell – all unwell. Cllr Hanney was absent from the meeting.
- 3.12.23 Declarations of interest (and their nature) regarding agenda items.
Cllr. Richards, declared a personal interest in DNPA 0493/23 & 0494/23.
Cllr. Hancock declared a personal interest in DNPA 0493/23 & 0494/23.
Cllr. G. Pannell declared an interest in DNPA & planning applications
- 4.12.23 Consider the granting of dispensations in relation to 3.12.23.
None received.
- 5.12.23 Public participation session with respect to items on the agenda (including any comments from Councillors with a personal interest in an agenda item).
None raised.
- 6.12.23 Police report (crime and disorder reduction).
No report received.
- 7.12.23 Confirmation of the accuracy of the minutes of the Parish Council meeting held on 20th November 2023. Two spelling mistakes amended. Carried unanimously and signed by Cllr. Richards.
- 8.12.23 Report matters arising from the minutes – for information only. Clerk to ensure proposer and seconder noted on all decisions.
- 9.12.23 Chairman's update. Circulated in advance.
Appendix A.
- 10.12.23 Report from South Hams District Councillors. Circulated in advance of meeting.
Appendix C.
- 11.12.23 Report from Devon County Councillor.
None received.
- 12.12.23 DNPA Parish Council representatives report.
Verbal update – there have been changes in the planning department. Review of grazing on the moor.
- 13.12.23 Highway matters and street cleaning.
Pothole repair has taken place in Station Road.
National Grid have contacted the Clerk with regard to car park closure for emergency cable laying. They will put a 7 day notice up informing people to move their vehicles to allow the works to take place. Clerk to liaise with South Hams District Council and National Grid to organise a date and advertise it on social media. Council will monitor works.
- 14.12.23 Parish Council committee and working group reports.
i Finance and Human resources meeting on 27th November 2023 – draft minutes circulated. *
It was recommended to full Council that:
 - the Parish Basic Allowance 2024/25 be made available to all Councillors. Proposed by Cllr. Hancock and seconded by Cllr. G. Pannell and carried unanimously. the precept for 2024/25 is set at £94,000. Increase on last year of 6%. Proposed by Cllr Johnston and seconded by Cllr G. Pannell, carried with one abstention.
ii. Station Yard Working Group. It was proposed by Cllr. G. Pannell that Cllr. Butcher is chairman of working group, seconded by Cllr Childs. Meeting on 21.12.23 with SHDC at 11.30am.
- 15.12.23 To receive any updates from Council representatives on outside bodies, can be verbal or written and circulated in advance.
Nothing received.

SOUTH BRENT PARISH COUNCIL

16.12.23 Clerk & administrative matters.

- i. Report on actions taken on the resolutions of the last full council meeting. Circulated in advance of the meeting.
Update on the fence in Heather Park. The fence was a railway fence, but it belongs and should be maintained by the residents of Heather Park not the Parish Council.
- ii. General report circulated in advance for information only.
- iii. Updates from NALC, DALC, SLCC and the Civility and Respect Pledge.

17.12.23 Planning

Chairman passed to Cllr. Johnston, Vice-Chairman of Planning.

- i. Amended Applications – None
- ii. Planning Applications

Application No	Detail	PC comment
DNPA 0493/23	Conversion of part of Underhill barns to holiday let, the remainder to remain storage at Underhill, South Brent, Devon, TQ10 9DZ	After much debate the Parish Council accept the need to conserve the barns and therefore support the application
DNPA 0494/23	Conversion of part of Underhill barns to holiday let, the remainder to remain storage at Underhill, South Brent, Devon, TQ10 9DZ	See above
SHDC 3405/23	Application for variation of condition 2) of planning consent 2338/22/FUL. Barns at Lower East Moore Farm, Diptford TQ9 7PE.	Noted
DNPA 0508/23	Removal of section of blockwork wall and replacement with vertical boarded gate to utilise existing right of way to gain access to the site without need to stop car in the road to open gate at The Flat, Kingswood House, Exeter Road, South Brent, TQ10 9DF	South Brent Parish Council recommend refusal of this application on the grounds that it would be detrimental to the amenities of neighbouring properties.

- iii. Withdrawn applications.
 - 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. None received.
 - vi. Planning Appeals. None received.
 - vii. Tree applications. None received.
- Chairman passed back to Cllr. Richards.*

18.12.23 Finance.

- i. To consider a grant to South Hams Community Action. It was proposed by Cllr. Hancock and seconded by Cllr Childs to give £300. Carried unanimously.
- ii. To consider a grant to South Brent Recreation Association for the maintenance of the adventure trail. The adventure trail was bought and installed by the Parish Council. The total cost to repair the adventure trail is £7960. It was proposed by Cllr. Richards that the Parish Council take over the responsibility of maintenance of the adventure trail. Seconded by Cllr. Childs, carried unanimously. Clerk to approach the District and County Councillors for locality funding to contribute towards this work. The rest of the money will come from earmarked reserves half each from local projects and land estates.
- iii. To consider the toilet cleaning quotation for 2024/25 from South Hams District Council. Proposed by Cllr Childs and seconded by Cllr. Butcher to accept the quotation. Carried with 2 abstentions.

SOUTH BRENT PARISH COUNCIL

- iv. To note the bank reconciliation. This was agreed and signed by Cllr. Childs, Chairman of Finance and Human Resources Committee.
- v. To agree accounts for payment for December 2023. No interest had been received this month as yet and three further invoices have been received today for payment before the next meeting. Clerk to be delegated to pay these outstanding invoices. This was proposed by Cllr. Hancock and seconded by Cllr. P. Astal-Stain, carried unanimously. The accounts were signed by Cllr. Richards, and countersigned by Cllr. Childs.

Appendix B

- 19.12.23 To review South Brent Parish Plan. The Parish Council thanked both Cllr. Johnston and Cllr. Hancock for their hard work in producing this review document. It was proposed by Cllr. G. Pannell and seconded by Cllr. P. Astal-Stain that Cllr. Hancock and Cllr. Johnston reduce to bullet points and bring a list of recommendations to next Meeting in January 2024.
- 20.12.23 To consider a response to the woodland plan for the Hillyfield. The Parish Council were impressed with the detail of the document, and noted with interest, but had no comments to add.
- 21.12.23 To consider a response to the South Brent CAN- DO report. It was proposed by chairman that the Parish Council review the document and consider response. It was proposed by Cllr Richards and seconded by Cllr P. Astal-Stain. Carried unanimously. Clerk to put on the agenda for January 2024 full council meeting.
- 22.12.23 To consider joining the Rural Market Towns Group. It was agreed that the Parish Council do not join this Rural Market Towns Group as we already have representation from DALC and NALC.
- 23.12.23 To note amended date of Finance & Human Resources meeting in 2024. Clerk to update calendar. Cllr. G. Pannell noted that the date for the January meeting was incorrect and should be the 15.01.2024 as Parish Council meetings should be on the third Monday of the month. Clerk to make amendments.
- 24.12.23 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. Proposed by Cllr. Richards, and seconded by Cllr. P. Astal-Stain.
 - i. To receive an update regarding the meeting with the OSCC Trustees.
Verbal update received regarding future plans at the Old School Community Centre.
To resolve to re-admit the public and press.

25.12.23 Items for future agendas.

26.12.23

Dates of next Parish Council meetings.
All meetings start at 7.30 in the Stansbury Room
at South Brent Village Hall, Station Approach, South Brent, TQ10 9JL

- 8.1.24 - Land & Estates Committee Meeting
- 15.1.24 – Full Council Meeting
- 19.2.24 – Full Council Meeting

Meeting ended at 9.40pm

Appendix A

Chairman's update December 2023

- On 23rd November, I attended the SHDC Parish Engagement meeting, which was very poorly attended with about six Parishes represented.
- On Saturday 25th November 2023, South Brent Christmas lights were switched on. While it was a cold evening, for the first time in several years the weather remained dry, which drew a large crowd.

SOUTH BRENT PARISH COUNCIL

Due to scaffolding in Church Street some lights could not be installed and technical problems delayed the installation of a couple of wall features. This was quickly resolved the following week and we are grateful to Torbay Display for their efforts.



Pictured are Cllr Glyn Richards, Parish Council Chairman, Molly Yeats, South Brent Junior Community Champion and Mr John Parr, Village Crier. It is a tradition that the Junior Community Champion is give the honour of switching on the Christmas Lights.

- 30th November attended the DCC Briefing with the Council leader John Hart. While this was better attended that SHDC, it did

turn into a local moan-in, with Councils raising issues specific to their Parish rather than County wide.

- On Saturday 2nd December and I perform the official opening of A.S.A.P. Locks new shop at Unit 4, Brent Mill Business Park
- Platinum Jubilee Plaque, finally re-attach it using a strong adhesive.
- On 5th December the Government announced '**No council tax referendum principles in 2024/25**' for Parish & Town Councils.



Updated Council Priorities for the year:

Committees:

- **Planning:** New bus shelter on Exeter Road
- **Finance:** Budget & Precept, Reserves, Bank Accounts.
- **Land & Estates:** Sanderspool Cross Play Park footpath, Community Payback work across the Parish

Working Groups:

- Beating the Southern Bounds; 2027
- Christmas Lights; review 2023 lighting display
- Media, newsletter publication, distribution and website review list of documents (policies)
- Defibrillator; signage
- Parish Plan 2016+; review
- Station Yard and Car park; future of the lease

Cllr Glyn Richards
Chairman
07/12/2023

Appendix B

		<u>Accounts for December 2023</u>		
	Payee	Detail	Amount	Method/date
1	Pennon Water	Sanderspool Cross WC	£15.00	1/12/23 DD

SOUTH BRENT PARISH COUNCIL

2	Hiscox Insurance	Public Liability Insurance	£402.51	1/12/23 DD
3	Moortek	MS 365 monthly plan & Heimdal security	£17.28	DD
4	Reimburse clerk	Smarty Mobile phone contract	£6.00	
5	DALC	Clerk training - budget	£36.00	
6	White Rose	Repair to potholes Station Yard	£3,547.40	
7	ICO	Data Protection Renewal	£35.00	DD
8	Ricoh	Printer Hard drive clean	£180.00	DD
9	SW Grounds Maintenance	Grass cutting Aug - Dec	£1,620.00	
10	SBVH	Room hire	£30.00	
11	Wakeley's	Extension lead	£15.66	
12	Reimburse Clerk	Newsletter printing	£157.56	
13	M. Bancroft	Roadside weed clearance 22/11 - 6/12/23	£345.00	
14	reimburse clerk	Heat & Light October	£26.00	
15	reimburse clerk	Mileage November 8 miles @.45ppm	£3.60	
		Sub Total	£6,437.01	
	Payroll			
	Tax & NI + employer gross NI @ £126.28		£535.89	
	Payroll Total		£1,799.38	
		Total	£8,236.39	
	Signed			
	Chairman	Vice-Chairman		
	Date approved for Payment	Minute		
	RECEIPTS December 2023			
	General Reserves Interest 6057			
	Earmarked reserves Interest 9815			
		Total receipts	£0.00	
	Funds December 2023			
	Unity Current	Current account T1	£24,736.41	
	General Reserves	Business Bank Instant Funds 6057	£66,170.19	
	Earmarked Reserves	Business Bank Instant Funds 9815	£57,685.84	
		Total	£148,592.44	
	Community Benefit Fund	balance brought forward from previous years	£3,351.25	

SOUTH BRENT PARISH COUNCIL

		new 23/24 allocation	£6,300.00	
	2023/24 fund		£9,651.25	
	grants paid 5/23	Ivybridge Youth Bus	£1,000.00	
	grants allocated	SB Recreation Association	£5,000.00	
	grant paid 8/23	Explorer Scouts	£500.00	
	grant paid 11/23	SB Primary School	£1,000.00	
	Community Benefit Fund Balance		£2,151.25	
	Refugee Group Balance		£65.65	

Appendix C.

Parish report from your District Councillors December 11th

Progress of new recycling service



The rollout of the Devon Aligned Service (DAS) for our recycling and waste collections began on 20 November. It has gone as smoothly as we could have wished, with only a small number of complaints.

Residents can support us by reporting a missed collection on our website. The way we will measure the success of the service is via Whitespace (computer programme), which is why it's so important that missed collections are logged online. Reporting online allows us to address missed collection data in real time and improve our service. We will try to collect missed collections within two working days of receiving the report. Residents can [visit our 'Missed Collections' page](#) to let us know if we haven't collected their waste and recycling. Householders still presenting recycling bags or extra cardboard will receive a note explaining where they have gone wrong. It is hoped to reintroduce the collection of extra cardboard within a few weeks. Some residents may wish to make a complaint about a different aspect of the service. Complaints should generally be logged online - find out more here: www.southhams.gov.uk/your-council/comments-and-complaints/complaints-and-feedback

Devolution Deal for Devon and Torbay

SOUTH BRENT PARISH COUNCIL



Devon County Council has received confirmation that the Government has given the green light for plans for a devolution deal. The proposed plans would create a Combined County Authority (CCA), a partnership between Devon County Council, Torbay Council, Exeter City Council and other district councils across Devon. Plymouth City Council have decided not to join the partnership.

Importantly, the deal would not change any of the councils' established democratic structures and our responsibilities for the delivery of local services would remain unchanged. The deal would include new funding to support skills training and new jobs for the growing green economy.

This is part of a wider package of powers and funding being negotiated for transfer from Whitehall to local government in Devon and Torbay. There will be an eight-week public consultation on the proposal to create a Combined County Authority which would have responsibility for any powers devolved from Whitehall.

Summary of the Policy Statement on Local Authority Funding

A Policy Statement has been issued by the Government on the Local Government Finance Settlement for next year, 2024/25. It is pretty much as we were expecting and in line with the assumptions and financial modelling that was in the last Budget report to the Executive on 30 November 2023.



Support for families on healthy relationships

As part of our support of the national campaign '16 Days of Action against Domestic Violence', we have recorded a 20 minute 'Let's Talk' about Healthy Relationships for parents and carers of teenagers. This is hosted on our YouTube channel - [Lets Talk Devon](#). The session provides parents and carers with tips and techniques to support their teenagers in developing healthy relationships and recognising unhealthy ones. We would be grateful if you could share this link far and wide and follow us on [social media](#) and share our posts.

Community Safety Partnership



South Devon and Dartmoor

New Planning IT System

SOUTH BRENT PARISH COUNCIL

At the end of November South Hams Council introduced a new Planning IT system. This does not apply to parishes or parts of parishes within Dartmoor National Park. The new system will bring a range of benefits and improvements to our Planning Service. It will bring efficiencies to officer work streams and lead to quicker decisions for our customers.



Single Person Discount Review

The Council has begun a Single Person Discount Review of those receiving a 25% reduction in their Council Tax because they are the sole adult occupant of their property. Just over 14,000 occupants in the area receive a 25% Single Occupancy discount, which reduces 2023/24 Council Tax bills by over £7million. The Single Person Discount Review is being carried out Devon wide and funded by Devon County Council. Due to the numbers involved, it will be performed by a company called Capacity Grid, part of a larger company called Liberata, who will match Single Person Occupancy data to other information, to identify cases where there may be the potential of a second occupant. Those residents will receive a review letter and once issued there will shortly be available a link on our website (and only our website): - www.southhams.gov.uk/spd-review - for residents to complete the review form and provide confirmation that they are the sole occupant. For residents who are not able to get online or need additional assistance, they can call **Capacity Grid** on freephone **0808 168 8923**, where someone will be happy to help with completion of the form.



South Hams Community Action

At their AGM, the trustees of the South Hams Council for Voluntary Service announced that with immediate effect, the CVS would be rebranded **South Hams Community Action**. During the AGM, the South Hams Community Action team set out their ambitious plans for the organisation. We are looking forward to working with them over the coming years.



Free Skills Training for Residents

SOUTH BRENT PARISH COUNCIL

Having up-to-date skills in an ever changing workplace jobs market is a great way to stand out from the crowd!

For residents looking to kickstart a new career, upskill or change roles, the Skills Bootcamp might be the thing for them.

The Skills Bootcamp offers FREE, flexible training in a range of exciting sectors for those aged 19+ living in Devon - so our residents automatically apply for the scheme.



Rough sleeper estimate

Each year, we are required to submit an estimate of how many rough sleepers are out on any given night to the Government. This year our estimate was over the night of 6 November into 7 November. For 23/24, the official number of people verified as being out was **five**. Four of them were in Totnes, while one is in South Brent. This remains unchanged for 22/23, when the figure was also five. However, they are not the same people. The severe weather emergency accommodation is activated when the temperature is predicted to be zero, and people remain accommodated during this period. We also accommodate on amber weather warnings.



AONBs renamed National Landscapes

All designated Areas of Outstanding Natural Beauty (AONBs) in England and Wales are becoming National Landscapes, including South Devon. The new name reflects their national importance; the vital contribution they make to protect the nation from the threats of climate change, nature depletion and the wellbeing crisis, while also creating greater understanding and awareness for the work that they do.



This is a significant milestone for the UK and the next step in fully realising the National Landscapes' vision to be the leading exemplars of how thriving, diverse communities can work with and for nature in the UK: restoring ecosystems, providing food, storing carbon to mitigate the effects of climate change, safeguarding against drought and flooding, while also nurturing people's health and wellbeing. You can find out more on [the South Devon National Landscapes](#).

Support with energy bills

Lower income households could benefit from free energy efficiency upgrades to their homes this winter with our support. Please help spread the word of our Homes Upgrade Grant, available to homeowners with an annual income of less than £31k, who have heating that isn't mains gas and an EPC rating of D,E,F or G. We are working with partners South Dartmoor Community Energy to survey



SOUTH BRENT PARISH COUNCIL

eligible homes across the District and provide energy efficiency measures, personalised to the needs of the property. If you know of any residents who may be eligible for support, please ask them to [apply online to SHDC](#).

Thermal Imaging Camera Hire Service As part of our commitment to help reduce carbon emissions in our area and help people improve the energy efficiencies of their homes, we have four thermal imaging cameras available for use by town and parish councils, or local communities on a free to borrow basis.



Following a successful trial undertaken by Bigbury Net Zero over the winter of 2022/2023, which was supported through our Climate Engagement Fund, we have been using the result to develop a thermal imaging camera hire scheme. **Applications to hire one can be made by Town and Parish Councils or organised community groups only.** Cameras are available to borrow for up to two weeks. It's expected that applicants will use the cameras with local residents to survey several homes within the hire period.

Support for families on healthy relationships

As part of our support of the national campaign '16 Days of Action against Domestic Violence', we have recorded a 20 minute 'Let's Talk' about Healthy Relationships for parents and carers of teenagers. This is hosted on our YouTube channel - [Lets Talk Devon](#).



The session provides parents and carers with tips and techniques to support their teenagers in developing healthy relationships and recognising unhealthy ones.

We would be grateful if you could share this link far and wide and follow us on [social media](#) and share our posts

South Devon and Dartmoor Community Safety Partnership