

South Brent Parish Council

www.southbrent.gov.uk

CHAIRMAN

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SOUTH BRENT
PARISH COUNCIL

CLERK

Sophie Jones

South Brent Parish Council

c/o School House

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30th September 2024

Dear Councillor,

South Brent Parish Council – Land and Estates Committee

You are hereby summoned to attend a meeting of the Land & Estates Committee to be held on **Monday 7th October 2024 at 8.00pm** at South Brent Village Hall, Station Approach, South Brent TQ10 9JL.

Members of the public and the press are most welcome to attend the meeting.

Yours faithfully

Sophie Jones, 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 Consider the granting of dispensations.
- 5 Public participation session with respect to items on the agenda.
- 6 Confirm and sign the minutes of meetings of this committee on Monday 11th March 2024 and Monday 10th June 2024 * and report on any matters arising – for information only.
- 7 To review the Terms of Reference for this committee*
- 8 As requested by Cllr P. Astal-Stain – use of preventative solution on Highway.
- 9 As requested by Cllr Butcher - to consider Terms of Reference for the Tree Wardens reviews of trees on parish land.
- 10 To receive an update on the following
 - A. Station Yard and Car Park
 - B. Vicarage Road Allotments. From May 2024 Full Council minutes.
 - i. To discuss and review the Vicarage Road Allotment Association licence. Signing of the licence is postponed until the Land & Estates committee meeting in October 2024.
 - ii. Works required regarding 3 oak trees
 - iii. Update on Tree Survey.
 - C. Grounds Maintenance
 - i. To review and consider the contract for grass cutting within the parish.
 - D. Railway Wood: report dates of inspections carried out and plan future inspections
 - i. To agree works on trees 143-146 as Dartforest report within five months of this meeting, and the distribution of the felled wood.
To agree works on trees 607-611 as Dartforest report within eleven months of this meeting.

- ii. To decide on a future timescale for tree surveys, taking into consideration recommendations.
 - E. Sanderspool Cross Play Park – any repairs or maintenance required.
 - i. To note Emails from SHDC regarding new swings*
 - ii. To consider recommendation from Cllr. Butcher to register play park with Land Registry.
 - F. Bus shelters
 - i. Consider any works required to existing bus shelters.
 - ii. To reconsider Devon County Council recommended suppliers and installers for a bus shelter in Exeter Road, and decide on the same.
 - G. Stockbridge Lane and Sanderspool Cross toilets
 - i. To receive update on toilet doors and SSE contract
 - ii. To consider and decide on a quotation received from JFGS for a CCTV survey of the Sanderspool Cross play park drains.
 - iii. To provide any update on SHDC conversion work.
 - H. Toll House (to include the Clock)
 - I. Recreation Ground.
 - J. Wellington Square.
 - i. To review 3 year maintenance contract for the memorial*
 - ii. To consider other maintenance options
 - K. Ex-BT phone box at Aish, hosting a defibrillator, and any other defibrillator cabinets owned by the Council.
 - L. Noticeboard outside Co-op – proceed with Signmaker quote from Cllr Butcher. Clerk to order once specific board is decided upon, as agreed at August Full Council meeting.
 - M. All other items owned by the Council, and classified as street furniture, to include but not exclusively seats, troughs and monuments.
 - i. To review the Audit of Parish Benches; Cllr. Butcher has completed an inspection of 16 parish benches and located the “three words” linked to them.
 - 11 To review areas of land that are not maintained or owned by DCC, SHDC or DNPA.
 - 12 To receive an update on the work done by the Community Payback team update and future projects
 - 13 To review Clerks priorities for this committee
 - 14 To consider and agree the required budget for this committee in 2025/26, in order for the RFO to create a draft budget for agreement by full council. The committee has received relevant 2024/25 accounts to date in order to make an informed opinion.
 - 15 To consider the replacement or repair of the Parish Crest on the roundabout.
 - 16 Any items for Full Council.
- Any items for the next agenda, and the date of the next meeting. All meetings will be held at South Brent Village Hall and start at 7.30pm.
- 21.10.24 Full Parish Council meeting
 - 18.11.24 Full Parish Council meeting
 - 25.11.24 Finance meeting
 - 9.12.24 Full Parish Council meeting