

South Brent Parish Council

www.southbrent.gov.uk



SOUTH BRENT
PARISH COUNCIL

CHAIRMAN

Cllr Glyn Richards

8 Pool Park

South Brent

TQ10 9PP

Tel: 01364 73622

glyn.richards@southbrent.gov.uk

chair@southbrent.gov.uk

CLERK

Sophie Jones

South Brent Parish Council

c/o School House

Totnes Road

South Brent

TQ10 9BP

Tel: 01364 701900

clerk@southbrent.gov.uk

15th October 2024

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on **Monday 21st October 2024 at 7.30pm** at South Brent Village Hall, Station Approach, South Brent TQ10 9JL.

Councillors are reminded to return their updated Register of Interests.

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).

1.10.24	Record of members present.
2.10.24	Apologies for absence and reason.
3.10.24	Declarations of interest (and their nature) regarding agenda items.
4.10.24	Consider the granting of dispensations in relation to 3.10.24.
5.10.24	Public participation session with respect to items on the agenda (including any comments from Councillors with a personal interest in an agenda item).
6.10.24	Police report (crime and disorder reduction).
7.10.24	Confirmation of the accuracy of the minutes of the Parish Council meeting held on Monday 16 th September 2024.*
8.10.24	Report matters arising from the minutes – for information only.
9.10.24	Chairman's update. *
10.10.24	Report from South Hams District Councillors. *
11.10.24	Report from Devon County Councillor. *
12.10.24	DNPA Parish Council representatives report (Cllr. G. Pannell). *
13.10.24	Highway matters and street cleaning. i. Update on Grass Cutting within the Parish
14.10.24	To review Accessibility within the Parish i. Dementia Friendly signs ii. Message in a Bottle – request from Cllr. Johnston
15.10.24	To consider pothole repair in Station Yard and the car park before the winter. Note that JFGS has Chapter 8 and can undertake tarmac repair.
16.10.24	To request the clerk arranges the re-valuation of all Parish Council owned properties for insurance purposes and to consider if professional surveys are needed to establish full value of facilities
17.10.24	Parish Council committee and working group reports. Members are reminded that committee meetings need to be quorate. i. Finance and HR committee meeting 30 th September 2024. - To recommend the updated Terms of Reference are adopted. - It is recommended to full council that an Asset Register Working Group is created to consider the register and update if required.

	- It was recommended to full council to note that dates as detailed by the external auditors must be adhered to. - To receive the updated NALC Financial Regulations as checked and amended by the RFO, and to agree adopting them. ii. Land and Estates 7th October 2024 - To recommend the updated Terms of Reference are adopted. - To note that Cllr Butcher will re-write the Tree Warden ToR and present it to the Annual Parish Council Meeting in May 2025. - To recommend that the timescale advised by the tree surveyors is adhered to and the Council books the survey accordingly. - To recommend that the Council source a bus stop shelter from a Devon County Council (DCC) approved supplier for installation in Exeter Road, at an already agreed location. Not sure who should do this - To recommend that the Council strives for three quotations for a change to the disabled toilet in Stockbridge Lane, to make this legal accessible and to be the sole, unisex toilet, the Ladies and Gents to be permanently shut. - It is recommended to the Finance Budget setting meeting, that the Land and Estates budget is increased from £20,000 to £30,000 for 2025/26, taking into consideration potential staffing requirements for the Recreation Ground, the material cost of converting the Stockbridge Lane toilet block, and a potential increase in lengthsman hours. iii. Open Spaces, Sports and Recreation meeting, 7th October 2024. - To recommend the Terms of Reference to Full Council. - To recommend the report 'Future projects for the Recreation Ground' to the Full Council for their discussion and consideration as a future agenda item. *	
18.10.24	To receive any updates from Council representatives on outside bodies, can be verbal or written and circulated in advance.	
19.10.24	Clerk & administrative matters. i. Report on actions taken on the resolutions of the last full council meeting* ii. General report circulated in advance for information only* iii. Updates from NALC, DALC, SLCC and the civility and respect pledge.	
20.10.24	Planning	
	i. Applications	
	Application No	Detail
	0381/24	Change of use from ex South West Water yard to Class B8 storage at Former South Water Yard, South Brent.
	0407/24	Change of use of land to domestic and siting of mobile home for residential use at The Mobile Home, Hideaway, Forder Lane, South Brent, TQ10 9DP.
	ii. Amended Applications iii. Withdrawn applications.0335/24 Gribblesdown, Aish. TQ10 9EH iv. All applications can be seen on the planning portals prior to this meeting, Planning Dartmoor and Planning - South Hams District Council	
	v. Planning decisions	
	Application No	Detail
	0323/24	Construction of a covered outdoor learning area, South Brent Primary School, Totnes Road South Brent, TQ10 9JN.
		Decision
		Granted.
	vi. Planning Appeals	
	Application No	Detail
	0218/24	Refusal of planning permission – householder for demolition of existing extension, erection of two storey ancillary annex and addition of a veranda, Treeby, Aish. TQ10 9JH
	vii. Tree applications	
	a. Land at Gribblesdown, Aish, TQ10 9EH TPO no 225. *	
	b. 24/0062 Work on Trees at Middle Green	

21.10.24	Finance. i. To receive the RFO's report. * ii. To receive and consider a grant request from South Brent and District Caring for £2,000 per annum for three years. * iii. To receive and consider letter from South Brent Recreation Association for an annual contribution to fund employment of 2 part time staff members at approximately £16,000 a year. * iv. To note that Clerk and Chairman agreed urgent electrical repair work to commence at Sanderspool toilets and Stockbridge Lane toilets at a cost of £544.66 (inc. VAT) and £920.67 (inc. VAT) respectively. v. To receive, agree and sign the bank reconciliation for October 2024. * vi. To agree accounts for payment for October 2024. *
22.10.24	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. a. To consider further staff support ii. To resolve re-admittance of public and press to the meeting.
23.10.24	Items for future agendas Dates of next Parish Council meetings. • 18th November 2024 – Full Parish Council meeting 7.30pm • 25th November 2024 – Finance (budget) meeting 7.30pm • 9th December 2024 – Full Parish Council meeting 7.30pm

Note * Supplementary information circulated to Councillors in advance of this meeting.