

South Brent Parish Council

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SOUTH BRENT
PARISH COUNCIL

CHAIRMAN

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CLERK

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Tuesday 18th February 2025

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on **Monday 24th February 2025 at 7.30pm** 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).

A	Record of members present.
B	Apologies for absence and reason. To approve or not approve absences.
C	Declarations of interest (and their nature) regarding agenda items.
D	Consider the granting of dispensations in relation to item C above.
E	Public participation session with respect to items on the agenda (including any comments from Councillors with a personal interest in an agenda item).
F	Police report (crime and disorder reduction).
G	Confirmation of the accuracy of the minutes of the Parish Council meeting held on Monday 20 th January 2025 and report matters arising (for information only). *
H	Chairman's update. *
I	Report from South Hams District Councillors. *
J	Report from Devon County Councillor. *
K	Dartmoor National Park Authority Parish Council representatives report (Cllr. G. Pannell). *
L	Highway matters and street cleaning. - Community Gardeners waste
M	Dementia Friendly Signage – to consider installation of dementia friendly signage within parish. *
N	Marley Head Bus Shelter – to consider the pending bus shelter installation at Marley Head.
O	Lord of the Manor – item request by Cllr. Johnston.
P	Cllrs to visit archive to gather information and report back on the Asset Review – Cllr. Butcher and Cllr. Johnston (item request from January 2025 meeting).
Q	Network Rail footpath – update from Cllr. Butcher.
R	Parish Council committee and working group reports. Members are reminded that committee meetings need to be quorate. i. Land and Estates - To consider the purchase of PPE for the community gardener at a cost of £100. - To note the increase of Mark Bancroft's weekly hours to 10. - To consider who will unlock/lock the Sanderspool Play Area toilets on a daily basis. - To consider and sign the Grass Cutting agreement for 2025/26. * - To consider and sign the Vicarage Road Allotment Licence. * - To consider and approve the surface repairs at Station Road Car Park and Access Road as quoted by J. Friend (circulated). * ii. Media - Terms of Reference. *

S	To receive any updates from Council representatives on outside bodies, can be verbal or written and circulated in advance. - To consider/appoint a SSB Rep.		
T	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. iv. IT Support contract – to consider current IT support and options available.		
U	Planning		
	i. Applications		
	Application No	Detail	
	0022/25 DNPA	Extensions and alterations to existing dwelling, construction of hard surfaces and raised decking at Marle Lodge, Stidson, South Brent, TQ10 9JS	
	0025/25 DNPA	Part retrospective application for works for alterations to access into an agricultural field at Pennaton, South Brent, TQ10 9HN	
	0026/25 DNPA	Replacement dwelling and associated works at Gribblesdown, Aish, South Brent, TQ10 9EH	
	0039/25 DNPA	Change of use of land to a mixed use for agricultural and equestrian use; erection of an agricultural machinery barn at Stippadon Farm, South Brent, TQ10 9DX	
	ii. Amended Applications		
	iii. Withdrawn applications.		
	iv. Planning decisions		
	Application No	Detail	Decision
	0481/24 DNPA	Removal of attached garage and construction of new extension. 21 Bishops Mead, South Brent, TQ10 9DJ	Granted, subject to conditions.
	0477/24 DNPA	Replacement windows, Stippadon Farm, South Brent, TQ10 9DX	Granted, subject to conditions.
	v. Planning Appeals		
	Site Address	Detail	
	Underhill, Stidston, South Brent, TQ10 9JT	Without planning permission: (i) the change of use of the land for the siting of a mobile home for residential purpose (ii) the siting of a mobile home shown edged in red and associated paraphernalia on the land to facilitate the above unauthorised residential use.	
	vii. Tree applications		
V	Finance. i. To receive the RFO's report. * ii. To consider and adopt updated Pension Discretions Policy. * iii. To receive information and quotations from Internal Auditors and approve the appointment for a three year contract. * iv. To receive and sign the Unity Trust Bank submissions form, to allow the clerk internet banking access to set up, view and authorise payments. * v. To receive Nationwide change of authorised signatures form, to remove the former clerk and to add the current clerk, rfo and to agree and add Councillors as required. * vi. To receive paperwork to cancel Lloyds Bank/Unity Chargecard, and to consider applying for new cards for the clerk and rfo. vii. To receive year to date reports on budget spend percentage and monthly payments. viii. To receive, approve and sign the bank reconciliation for February 2025. * ix. To authorise accounts for payment for February 2025 and to agree the counter signatory for these. *		
W	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.		
X	Items for future agendas Dates of next Parish Council meetings. • Monday 10 th March 2025 – Land & Estates Committee meeting 7.30pm • Monday 24 th March 2025 – Full Council meeting 7.30pm		

	Monday 31st March 2025 – Finance and HR Committee meeting 7.30pm
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Note * Supplementary information circulated to Councillors in advance of this meeting.