

## South Brent Parish Council

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**SOUTH BRENT**  
PARISH COUNCIL

### CHAIRMAN

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Tuesday 12<sup>th</sup> August 2025

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on **Monday 18<sup>th</sup> August 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).

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| <b>A</b> | Record of members present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>B</b> | Apologies for absence and reason. To approve or not approve absences.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>C</b> | Declarations of interest (and their nature) regarding agenda items.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>D</b> | Consider the granting of dispensations in relation to item <b>C</b> above.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>E</b> | Public participation session with respect to items on the agenda (including any comments from Councillors with a personal interest in an agenda item).                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>F</b> | Police report (crime and disorder reduction).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>G</b> | Confirmation of the accuracy of the minutes of the Parish Council meeting held on Monday 21 <sup>st</sup> July 2025 and report matters arising (for information only). *                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>H</b> | Chairman's update. *                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>I</b> | Report from South Hams District Councillors. *                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>J</b> | Report from Devon County Councillor. *                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>K</b> | Dartmoor National Park Authority Parish Council representatives report (Cllr. G. Pannell). *                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>L</b> | Highway matters and street cleaning.<br>i. To discuss lack of signage in 20mph zone in South Brent. *<br>ii. To discuss and consider funding speed ramp for £440.40 at the entrance to the Recreation Association (retrospectively).<br>iii. To discuss Holiday Parking at Hillside Close. *                                                                                                                                                                                                                                                                     |
| <b>M</b> | To discuss Remembrance Service 2025.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>N</b> | Parish Council committee and working group reports.<br>i. To discuss OSSR invitees<br>ii. Station Yard Car Park<br>- Update following meeting with South Hams District Council                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>O</b> | To receive any updates from Council representatives on outside bodies, can be verbal or written and circulated in advance.                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>P</b> | Clerk & administrative matters.<br>i. Report on actions taken on the resolutions of the last full council meeting. *<br>ii. General report circulated in advance for information only.<br>iii. Updates from NALC, DALC, SLCC and the civility and respect pledge.<br>iv. To receive, amend or agree current policies and procedures attached and detailed in Appendix *<br>v. To agree the attendance of up to two members of staff and/or Councillors to the DALC AGM on 1 <sup>st</sup> October, at a cost of £50.00 per person, and to agree who will attend. |

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|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| Q | Planning                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                 |                                 |
|   | i. Applications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                 |                                 |
|   | Application No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Detail                                                                                                                                                                                                                          |                                 |
|   | 0261/25 DNPA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Re-roof single storey rear outhouses, remove conservatory and replace with lean to extension. Removal of redundant chimney and installation of new rooflights. 4 Greenbank Terrace, Hillside, South Brent, TQ10 9AX.            |                                 |
|   | 0265/25 DNPA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Single storey side extension between main dwelling and garage. Marshfield, Hillside, South Brent, TQ10 9AY.                                                                                                                     |                                 |
|   | 1017/25/VAR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Application for variation of condition 2 (approved plans) of planning consent 1764/17/FUL. Horsebrook, Primrose Farm, Avonwick, TQ10 9EU                                                                                        |                                 |
|   | 0277/25 DNPA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | The existing use of Glazebrook House and grounds within the red line on the application plan is for a dwellinghouse in Use Class C3 pursuant to planning permission ref: 0251/21. Glazebrook House Hotel, South Brent, TQ10 9JE |                                 |
|   | ii. Amended Applications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                 |                                 |
|   | iii. Withdrawn applications.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                 |                                 |
|   | iv. Planning decisions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                 |                                 |
|   | Application No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Detail                                                                                                                                                                                                                          | Decision                        |
|   | 0060/25 DNPA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Replacement of illuminated and non-illuminated signage (retrospective). Shell, Carew Service Station, South Brent, TQ10 9ER                                                                                                     | Granted, subject to conditions. |
|   | v. Planning Appeals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                 |                                 |
|   | vii. Tree applications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                 |                                 |
| R | Finance.<br>i. To receive the RFO's report. *<br>ii. To note receipt Completion of the limited assurance review for the year ended 31 March 2025 from the external auditor PKF Littlejohn. *<br>iii. To note the Local Government Services Pay Agreement 2025/26, and that this has been retrospectively applied to staff wages from 1 <sup>st</sup> April 2025. *<br>iv. To explore the option of allowing small-sum payments to be made throughout the month without waiting for full council meeting approval<br>v. To receive year to date reports on budget spend percentage and monthly payments.<br>vi. To receive, approve and sign the bank reconciliation for August 2025. *<br>vii. To authorise August 2025 accounts for payment and to approve the counter signatory for these. * |                                                                                                                                                                                                                                 |                                 |
| S | Part 2<br>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.<br>ii. To resolve re-admittance of public and press to the meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                 |                                 |
| T | Items for future agendas.<br><br>Dates of next Parish Council meetings.<br>• Monday 15 <sup>th</sup> September 2025 – Full Council meeting 7.30pm<br>• Monday 29 <sup>th</sup> September 2025 – OSSR and Land & Estates meeting 7.00pm<br>• Monday 6 <sup>th</sup> October 2025 – Finance and HR meeting 7.30pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                 |                                 |