

South Brent Parish Council

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SOUTH BRENT
PARISH COUNCIL

CHAIRMAN

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CLERK

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Tuesday 11th August 2026

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on **Monday 17th August 2026 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 July 2026 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.
M	To discuss the Parish Council's response to the Notice of Intention to Commence Local Plan Preparation (DNPA). *
N	To discuss arrangements for the Remembrance Service on Sunday 8 th November and Act of Remembrance on Wednesday 11 th November.
O	Parish Council committee and working group reports. <u>i. Station Yard & Car Park Working Group</u> - To review updated documentation from solicitor regarding the lease. * - To confirm/appoint members of Station Yard Working Group. <u>ii. Finance & HR Committee Meeting</u> The Committee agreed at the June meeting that Cllr. Richards would review the following five employment policies and present again to full council in August 2026. - To agree the following policies as deferred from Full Council Monday 15th June 2026; i. Grievance Policy ii. Sickness Absence Policy iii. Whistleblowing Policy iv. Equality and Diversity Policy v. Expenses Policy

	- To note the updated Civility and Respect Checklist. * <u>iii. Land & Estates Committee</u> - To make minor changes and RECOMMEND the Terms of Reference for this committee to Full Council. * - To receive a quotation from JFGS for the repair or replacement of the worn-out hand drier in the Ladies WC in Stockbridge Lane. * (awaiting James 6/8/2026) - To receive a quotation from JFGS for the replacement of the broken urinal in Stockbridge Lane WC's. (awaiting James 6/8/2026) - To receive a quotation from JFGS to replace broken and currently removed swing seat * (awaiting James 7/8/2026) - To discuss the fly tipping at Stockbridge Lane. * <u>iv. Media Working Group</u> - To update council on newsletter and meeting schedule. <u>v. Christmas Lights Working Group</u> - To update the full council following working group meeting. Notes circulated. *		
P	To receive any updates from Council representatives on outside bodies, can be verbal or written and circulated in advance.		
Q	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. To consider the Draft WhatsApp Policy, and to agree the creation of a WhatsApp group for staff and Councillors, to be administered by the Clerk. * iv. To review the following policies and procedures; - Protocol recording/filming Council meetings - Privacy Notice (GDPR) - Freedom of Information policy iv. Updates from NALC, DALC, SLCC and the civility and respect pledge.		
R	Planning		
	i. Applications		
	Application No	Detail	
	1282/26/HHO	Householder application for proposed single-storey extension, roof replacement with green roof and associated landscaping works at 2 Horsebrook Barn, Avonwick, TQ10 9EU.	
	ii. Amended Applications		
	iii. Withdrawn applications.		
	iv. Planning decisions		
	Application No	Detail	Decision
	0403/25 DNPA	Erection of agricultural barn, polytunnel, propagation tunnel, compost toilet, wildlife pond, bore hole and associated parking and works, Land Adjacent To, Tor View, South Brent, TQ10 9EG	Granted, subject to conditions.
	0191/26 DNPA	Construction of horse exercise area and associated field shelter, Field to the North of Little Brent Mill, South Brent	Granted, subject to conditions.
	v. Planning Appeals		
	vii. Tree applications		
	viii. Tree application decisions		
S	Finance. i. To receive the RFO's report. * ii. To consider outsourcing payroll provision (see report) as recently circulated by DALC. * iii. To ratify the agreement of the Council to insure with James Hallam for three years, and to move our cyber insurance which is with Coalition to be administered by James Hallam. iv. To receive year to date reports on budget spend percentage and monthly payments. v. To receive, approve and sign the bank reconciliation for August 2026. * vi. To authorise August 2026 accounts for payment and to approve the counter signatory for these. *		

T	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.
U	Items for future agendas Dates of next Parish Council meetings. • Monday 21st September 2026 – Full Council meeting 7.30pm • Monday 28th September 2026 – Finance and HR committee meeting 7.30pm • Monday 5th October 2026 – OSSR Working Group meeting 7pm • Monday 5th October 2026 – Land & Estates Committee meeting 8pm

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