

South Brent Parish Council

www.southbrent.gov.uk



SOUTH BRENT
PARISH COUNCIL

CHAIRMAN

Cllr. Rachel Rafiqi
South Brent Parish Council
c/o School House
Totnes Road
South Brent
TQ10 9BP
rachel.rafiqi@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

Tuesday 15th September 2026

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on **Monday 21st September 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 17 th August 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. - To note the response from Nick Colton regarding flowerpots and planters on public footpaths.
M	Neurodivergence Drop-In Club and Community Education Programme - To discuss the emails from the Hidden Genius Team with regards to the community-based initiative. *
N	To resolve the installation of InPost lockers at the Recreation Association.
O	Parish Council committee and working group reports. <u>i. Station Yard & Car Park Working Group</u> - To update on the Station Yard lease renewal. - To retrospectively authorise the instruction of Windeatts to represent South Brent Parish Council. <u>ii. Land & Estates</u> - To agree the Play Area Agreement for 2026/2027 from South Hams District Council at a cost of £250+VAT. * - To discuss if a professional survey is due of the trees at Railway Wood. - To agree to contract tree surgeon for trees at Courtney Park. <u>iii. Media</u> - To contact Eyelid Productions regarding issues with the website.

	- To provide update regarding Newsletter. <u>iv. Emergency Planning Meeting</u> - Notes circulated following meeting. * <u>v. Beating the Bounds</u> - To update the council following the working group meeting. *	
P	To receive any updates from Council representatives on outside bodies, can be verbal or written and circulated in advance. - To update the council following the meeting with TRAYE (Totnes Rural Area Youth Engagement Project).	
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 review the following policies and procedures; - Protocol recording/filming Council meetings - Privacy Notice (GDPR) - Freedom of Information policy (review dates incorrect) iv. To approve appraisals taking place in October 2026 (Cllrs. Childs and Richards) v. To approve job description for RFO. * vi. To note the completion of Statement of Internal Control. *	
R	Planning	
	i. Applications	
	Application No	Detail
	2148/26/FUL (SHDC)	Demolition of agricultural barn (Class Q approval) and erection of dwelling with residential curtilage and vehicular access. The Cedars, South Brent, TQ10 9LW.
	2287/26/FUL (SHDC)	Creation of new agricultural access. Marley Thatch Farm (SX 72118 60179), South Brent, TQ10 9LW.
	0267/26 DNPA	Construction of an 8x4.5m garden shed for storage and domestic workshop to rear of existing garage at Crossings, Palstone Lane, South Brent, TQ10 9JR.
	0268/26 DNPA	Refurbishment of existing stables block and new timber framed car port in driveway at Somerswood, Aish, South Brent, TQ10 9JL.
	0269/26 DNPA	Refurbishment of existing stables block and new timber framed car port in driveway at Somerswood, Aish, South Brent, TQ10 9JL.
	0287/26 DNPA	Erection of single storey detached domestic garage within garden at 1 Noland Park, South Brent, TQ10 9DE.
	2461/26/FUL (SHDC)	CONSULTED AS A NEIGHBOURING PARISH Siting of temporary agricultural worker's dwelling (mobile home). Land North of Diptford Downs Farm Bungalow, Diptford.
	ii. Amended Applications	
	iii. Withdrawn applications.	
	iv. Planning decisions	
	v. Planning Appeals	
	vii. Tree applications	
	viii. Tree application decisions	
	Application No	Detail
	0070/26 DNPA	T1 Beech – Removal of storm damaged limb at The Chapel, Didworthy South Brent, TQ10 9EF.
S	Finance. i. To receive the RFO's report. * ii. To receive, approve and sign the bank reconciliation for September 2026. * iii. To authorise September 2026 accounts for payment and to approve the counter signatory for these. * iv. To note and accept the RFO's letter of resignation due to retirement. v. To note the up-to-date list of protocols, procedures and Terms of Reference. vi. To authorise the second instalment of funding for the Recreation Association.	
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 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 - Monday 19th October 2026 – Full Council meeting 7.30pm
----------	--

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