

South Brent Parish Council

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SOUTH BRENT
PARISH COUNCIL

CLERK

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Minutes of the Parish Council meeting held on **Monday 24th March 2025 at 7.30pm** at South Brent Village Hall, Station Approach, South Brent TQ10 9JL. The Chairman welcomed everyone to the meeting.

Before the meeting there was 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. Cllrs. Richards (Chairman), Astal-Stain, Hancock, Hanney, Johnston, Rafiqi, and Sophie Jones (Clerk).	Actions
B	Apologies for absence and reason. Cllrs. C. and G. Pannell – on holiday Cllr. Childs – unwell Cllr. Fone – work commitments Cllr. Butcher – unwell Cllr. Armstrong – family commitment	All apologies were unanimously approved.
C	Declarations of interest (and their nature) regarding agenda items. Cllr. Hancock declared an interest in planning application SHDC 0465/25/HHO.	Noted.
D	Consider the granting of dispensations in relation to item C above. None requested.	None.
E	Public participation session with respect to items on the agenda (including any comments from Councillors with a personal interest in an agenda item).	None.
F	Police report (crime and disorder reduction). It was noted that PC Bolton has been in contact with the clerk regarding Antisocial Behaviour in the parish. He will be keeping the council updated with any developments.	Noted.
G	Confirmation of the accuracy of the minutes of the Parish Council meeting held on Monday 24 th February 2025 and report on matters arising (for information only). Cllr. Hanney proposed the minutes are accepted. This was seconded by Cllr. Johnston and unanimously agreed.	Unanimously approved.
H	Chairman's update. * Cllr. Richards circulated a report prior to the meeting. Cllr. Richards thanked Cllr. Johnston for her work on the corridor exhibition. Councillors all congratulated her on the success and positive reception received from parishioners.	Clerk to arrange collection of Community Champion shields.
I	Report from South Hams District Councillors. * Cllr. Hancock circulated a report prior to the meeting.	Noted.
J	Report from Devon County Councillor. Cllr. Thomas circulated an update in his absence. He noted that Devon County Council has agreed its budget for 2025/26 which includes the usual 2.99% rise in council tax, plus the extra 2% for integrated care.	Noted.
K	DNPA Parish Council representatives report (Cllr. G. Pannell). * Cllr. G. Pannell circulated a report prior to the meeting.	Noted.
L	Highway matters and street cleaning. It was noted that the green waste accumulated by the Community Gardener needs to be disposed of elsewhere. Clerk has been in contact with Devon Highways but haven't had a response. Cllr. Richards suggested an alternative location for depositing the material in the railway cutting. Cllr. Hanney will discuss this with Mark Bancroft.	Cllr. Hanney to speak with Mark Bancroft.

M	To consider and approve for South Brent Parish Council to be the final arbiter in the South Brent Recreation Association Complaints Procedure. * Cllr. Hanney proposed that South Brent Parish Council agree to be the final arbiter in the complaints procedure. This was seconded by Cllr. Johnston and unanimously approved.		Clerk to inform South Brent Recreation Association.
N	To note a Civic Church service to commemorate VE Day 80 th Anniversary on Sunday 11 th May 2025 at 10:45 in St Petroc's Church. Authorise the printing of 400 'Order of Service' from Instantprint at a cost of approximately £150 and send invitations to Uniformed Organisations (to include a Reader), former Council Chairman, Methodist and Catholic Churches. Cllr. Hanney proposed that South Brent Parish Council print the 400 'Order of Service.' This was seconded by Cllr. Astal-Stain and unanimously authorised.		Clerk to arrange printing of the Order of Service and invite the uniformed organisations.
O	Parish Council committee and working group reports. i. Land and Estates - To note the approval of the roundabout bearing refurbishment at a cost of £1,469+VAT - To consider offering Mark Bancroft more contracted hours per week to assist with the job list supplied by JFGS. * Cllr. Hanney has been in discussions with Mark Bancroft and will update the council in due course. South Brent Parish Council wanted to express their gratitude and thanks to Oli Davidson for his fantastic work on the trees at Sanderspool play area.		Noted.
P	To receive any updates from Council representatives on outside bodies, can be verbal or written and circulated in advance. Cllr. Hancock circulated a Link Councillor Report prior to the meeting from South Brent Primary School.		Clerk to thank Primary School for an excellent report.
Q	To receive nominations for the South Brent Community Champion and Young Community Champion. Clerk will collate nominations received so far and remind parishioners to come forward with any nominees.		Action for Clerk.
R	To decide agenda and format for the Annual Parish meeting on 12/05/2025. It was noted that Louise Wainwright will be attending to discuss the River Avon Water Quality Group, and the clerk has invited Alison Huntingford from the South Hams Literary Festival to attend. The agenda will begin with the report from the River Avon Water Quality Group and proceed with the South Hams Literary Festival (if able to attend). This will be followed by the Chairman's Report and Committee reports. Lastly, the Community Champions presentation will take place.		Add to agenda for the Annual Parish meeting in May 2025.
S	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. - To note the Small Councils Local Government Review update via Zoom on Tuesday 8 th April 2025.		Noted.
T	Planning Cllr. Richards transferred Chairmanship to Cllr. Johnston		
	i. Applications		
	Application No	Detail	PC Comments
	0060/25 DNPA	Replacement illuminated and non-illuminated signage (retrospective) at Shell, Carew Service Station, South Brent, TQ10 9ER	South Brent Parish Council have noted this application.
	SHDC 0465/25/HHO	Householder application for erection of a single	South Brent Parish Council has no objection to this application.
			Clerk to submit planning responses.

		storey garden room at The Old Marley Lodge, South Brent, TQ10 9JX											
	ii. Amended Applications iii. Withdrawn applications. iv. To consider any applications listed on the planning portals prior to this meeting, Planning Dartmoor and Planning - South Hams District Council												
	v. Planning decisions <table border="1"><tr><th>Application No</th><th>Detail</th><th>Decision</th></tr><tr><td>0445/24 DNPA</td><td>Erection of general purpose agricultural building, Corringdon, South Brent, TQ10 9HN</td><td>Granted, subject to conditions</td></tr><tr><td>0025/25 DNPA</td><td>Part retrospective application for work for alterations into an agricultural field Pennaton, South Brent, TQ10 9HN.</td><td>Granted, subject to conditions</td></tr></table>			Application No	Detail	Decision	0445/24 DNPA	Erection of general purpose agricultural building, Corringdon, South Brent, TQ10 9HN	Granted, subject to conditions	0025/25 DNPA	Part retrospective application for work for alterations into an agricultural field Pennaton, South Brent, TQ10 9HN.	Granted, subject to conditions	
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	vi. Planning Appeals – None received.												
	vii. Tree application – none received Cllr. Johnston transferred Chairmanship back to Cllr. Richards.			None.									
U	Finance. i. To receive the RFO's report. * This was noted. ii. To note one scale point increase from 1 st April 2025 for both staff members will be implemented in April payroll. This was noted. iii. To receive year to date reports on budget spend percentage and monthly payments. This was noted. iv. To receive, approve and sign the bank reconciliation for March 2025. * Cllr. Astal-Stain proposed the bank reconciliation is approved and signed. This was seconded by Cllr. Johnston and unanimously approved. v. To authorise accounts for payment for March 2025 and to approve the counter signatory for these. * Cllr. Richards was authorised as the counter-signatory for the payments.			Consider a Finance and HR agenda item to increase number of signatories for banking approvals.									
	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.			None.									
W	Items for future agendas - Nominees for Community Champions (April 2025) Dates of next Parish Council meetings. - Monday 31st March 2025 – Finance and HR Committee meeting 7.30pm - Monday 28th April 2025 – Full Council meeting 7.30pm - Monday 12th May 2025 – Annual Parish meeting 7.00pm - Monday 12th May 2025 - Annual Parish Council meeting 8.00pm												

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

Cllr. Richards closed the meeting at 21.23