

CHAIRMAN

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SOUTH BRENT
PARISH COUNCIL

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CLERK

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Minutes of the Parish Council meeting held on **Monday 19th January 2026 at 7.30pm** at South Brent Village Hall, Station Approach, South Brent TQ10 9JL.

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 five minutes at the discretion of the Chairman).

A member of the public raised awareness to some drains within the parish that keep clogging.

The Chairman requested that item N be moved to follow item D.

		Actions
A	Record of members present. Cllrs' Astal-Stain, Childs, Fone, Hanney, Hancock, Johnston, Richards and the clerk Sophie Jones. Cllr. Thomas (DCC), 1 Member of Public.	Noted
B	Apologies for absence and reason. To approve or not approve absences. Cllr. C. Pannell – another meeting Cllr. G. Pannell – another meeting Cllr. Rafiqi - unwell	All absences were approved
C	Declarations of interest (and their nature) regarding agenda items.	Noted.
D	Consider the granting of dispensations in relation to item C above.	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).	Nothing raised.
F	Police report (crime and disorder reduction). Cllr. G. Pannell circulated a police report prior to the meeting.	Action – Clerk/Cllr. G. Pannell to request Sergeant White attend the Annual Parish Meeting in May 2026.
G	Confirmation of the accuracy of the minutes of the Parish Council meeting held on Monday 15 th December 2025 and report matters arising (for information only). Amendments to Part 2 of the minutes regarding pay review dates. Also, the comments for planning application 0400/25 are not showing correctly on website.	The Chairman signed the minutes. Action – Clerk to ensure planning comments appear on website correctly.
H	Co-option of new members (if applicable).	Not present.
I	Chairman's update.	No update.
J	Report from South Hams District Councillors. * Cllr. Hancock circulated his report. He noted that Ivybridge Community Transport are missing grant funding for 2024 and 2025. Cllr. Hancock attended a Community Land Trust meeting regarding a proposal for a housing development. It was also noted that the government announced the Fair Funding Review prior to Christmas, which is resulting in a £2.5million cut to the money that SHDC receives from central government.	Action – RFO to arrange funding for Ivybridge Community Transport for 2025 and Clerk to add 2024 funding to next agenda.
K	Report from Devon County Councillor. Cllr. Thomas noted there is another 6% coming to Highways.	Action – Clerk to email Cllr. Thomas regarding update on Zempson Bridge.
L	Dartmoor National Park Authority Parish Council representatives report (Cllr. G. Pannell). Cllr. G. Pannell circulated a report prior to the meeting.	Noted.
M	Highway matters and street cleaning.	Nothing reported

N	Introduction of SHDC Locality Officer, David Clare David Clare introduced himself and his manager Kris Hingston. They cover two playparks in South Brent, water testing in properties across South Hams, fly tipping investigations (including Fixed Penalty Notices), Enforcement patrols for dog fouling/lead areas and littering (including Fixed Penalty Notices). Abandoned vehicles are a large part of the locality role – there are currently two abandoned vehicles that have been removed within South Brent. Cllr. Hancock asked if dog fouling offences can be monitored at the Recreation Ground. The Locality Team can patrol anywhere and currently visit the Recreation and play areas a few times a week.		Please note - When reporting any of these situations, include David Clare for a faster response.						
O	Parish Council committee and working group reports. i. Land & Estates Committee - To review cleaning quote costs from SHDC for 2026/27; The cost to clean Stockbridge Lane will be £6,457.24 and Sanderspool will be £1,690.88. Cllr. Hanney proposed to accept the quote subject to review of usage and flexibility and reclaim possibility. - Change of contact at the Rec. There will be a new manager of the Rec. They are actively recruiting via word of mouth. ii. Defibrillator Working Group - Training on Defibrillator use as suggested by Cllr. Fone. There is an opportunity for training for councillors and parishioners for defibrillator training. It was noted that South Brent & District Caring are currently arranging training.		i. Action – Clerk to ask if SBPC will be tied into a 12-month contract as we are hoping to refurbish the toilets. Quote is approved subject to review of usage and flexibility. ii. Action – Cllr. Johnston will speak to SB&DC regarding any defibrillator training plans.						
P	To receive any updates from Council representatives on outside bodies, can be verbal or written and circulated in advance. Cllr. Astal-Stain recorded her thanks for the trees being trimmed at the allotments.		Noted.						
Q	Clerk & administrative matters. i. General report on actions taken since last meeting for information only. * ii. Updates from NALC, DALC, SLCC and the civility and respect pledge.		Noted.						
R	Planning. Cllr. Childs handed chairmanship to Cllr. Richards								
	i. Applications								
	<table><tr><td>Application No</td><td>Detail</td></tr><tr><td>0417/25 DNPA</td><td>Change of use from ex-South West Water yard to B8 storage use and erection of three buildings at Former South West Water Yard, South Brent.</td></tr><tr><td>0418/25 DNPA</td><td>Formation of access track and associated works to serve residential property known as ‘Shuna’ and adjacent agricultural land at Shuna and agricultural land, South Brent, TQ10 9DS.</td></tr></table>	Application No	Detail	0417/25 DNPA	Change of use from ex-South West Water yard to B8 storage use and erection of three buildings at Former South West Water Yard, South Brent.	0418/25 DNPA	Formation of access track and associated works to serve residential property known as ‘Shuna’ and adjacent agricultural land at Shuna and agricultural land, South Brent, TQ10 9DS.		0417/25 DNPA – Cllr. Johnston proposed that SBPC does not object to this application, but has reservations about hours of usage, intrusive lighting and development outside of settlement boundary. Seconded by Cllr. Hancock and unanimously agreed. 0418/25 DNPA – Cllr. Hancock proposed SBPC note this application. Seconded by Cllr. Richards and unanimously agreed.
Application No	Detail								
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0418/25 DNPA	Formation of access track and associated works to serve residential property known as ‘Shuna’ and adjacent agricultural land at Shuna and agricultural land, South Brent, TQ10 9DS.								
	ii. Amended applications iii. Withdrawn applications Application 0365/25 at Overbrent has been withdrawn.		Noted.						
	iv. Planning decisions 0355/25 The Old School Community Centre application has been granted, subject to conditions. v. Planning appeals		Noted.						
	vii. Tree applications								
	<table><tr><td>Application No</td><td>Description</td><td>Decision</td></tr><tr><td>26/0004</td><td>TPO Decision Notice – T1 Beech Removal</td><td>No objections</td></tr></table>	Application No	Description	Decision	26/0004	TPO Decision Notice – T1 Beech Removal	No objections		
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	25/0104	Reduce entire row of trees (25 approx) by 6-8ft (slightly above previous points of cut) to maintain their current ultimate height in the future. Trim sides of trees to keep tidy.	Granted	
	Cllr. Richards passed chairmanship back to Cllr. Childs.			
S	Finance. i. To receive report from RFO. * Noted ii. Cllrs' Hanney and Rafiqi to sign Unity Trust Bank paperwork, enabling them to view and authorise payments. * Cllr. Hanney signed paperwork. iii. To receive, approve and sign the bank reconciliation for December 2025. * Approved and signed by the Chairman. iv. To receive year to date reports on budget spend percentage, monthly payments and receipts. * Noted. v. To authorise January 2026 accounts for payment and to approve the counter signatory for these. * The payments were authorised. Cllr. Childs will be counter signatory and Cllr. Richards will be available if needed.			ii. Action – Cllr. Rafiqi to sign paperwork in February full council meeting.
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. Co-option of new candidates (if applicable). Not applicable. iii. Staff appraisals and recommendations. In Cllr. Rafiqi's absence, Cllr. Childs confirmed that following the Clerk's appraisal the pay increase will be awarded and back dated to September 2025. It was also noted that the pay increment increases should coincide with the relevant start date of staff members. iv. To resolve re-admittance of public and press to the meeting.			To be reviewed by Finance & HR Committee at meeting.
U	Items for future agendas Dates of next Parish Council meetings. • Monday 9th February 7.30pm – Full Council meeting • Monday 2nd March 7.30pm – Land & Estates Committee meeting			

Meeting closed at 20.54pm.

Accounts for December 2025				
	Payee	Detail	Amount	Method/date
1	Pennon Water	Sanderspool Cross WC's - water	£20.00	DD
2	Hiscox Insurance	Public Liability Insurance	£387.47	DD
3	Pennon Water	Stockbridge Lane WC's - water		DD
4	Moortek	MS 365 & Heimdal security	£197.80	18/11/2025
5	edf	Sanderspool elec - August	£46.13	D/D
6	Moortek	Monthly plan 365 and email	£111.00	D/D
7	J & M J Widdicombe	Buddle holes	£132.00	
8	Community Heartbeat	Phone rental for Aish Defib	£72.00	
9	OSCC	Room rental and projector hire	£27.75	
10	SBVH	Room hire	£18.00	
11	SBVH	Room hire	£18.00	
12	Reimburse S Jones	Office supplies	£50.61	
13	Instantprint	Quarterly newsletter	£115.33	
14	Reimburse RFO	Mileage	£68.40	
15	Mark Bancroft	Weeding	£592.00	
16	JFGS	Maintenance and repairs	£350.59	
17	JFGS	Maintenance and repairs	£708.81	
18	British Gas	Stockbridge Lane WC's - elec	£21.82	D/D
19	D Paine	Strimming - reimburse Cllr Astal-Stain	£90.00	
20	Torbay Display	Christmas lights	£4,080.00	
21	SW Grounds Maint	4 x months grass cutting	£1,296.00	
	Reimburse L Bruckner	Use of printer, ink and paper @ £5 pm	£5.00	
	Reimburse S Jones	HWA - to end of previous month	£26.00	
	Reimburse L Bruckner	HWA - to end of previous month	£26.00	
			£8,460.71	
	Payroll			
	Payroll Total		£2,961.21	
		Total payments	£11,421.92	
				2961.21
Signed		Chairman - Cllr Childs	Vice Chairman - Cllr Rafiqi	
Date approved for Payment				
RECEIPTS November 2025				
	Nationwide		£140.51	
		Total	£140.51	
Funds 30th November 2025				
	Unity Current	Current account T1	£4,408.39	
	General Reserves	Unity Instant Access Account	£70,024.10	