



SOUTH BRENT PARISH COUNCIL

MINUTES of meeting of the Land and Estates Committee held on Monday 7th October 2024 at 8pm at South Brent Village Hall, South Brent.

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 member of the public brought up overgrown hedges within the parish. These should be reported on the Devon County Council Report a problem website by any person.

Member of the public left the room.

Cllr Butcher considers the Village Hall is not insured as it is owned by South Brent Parish Council (SBPC), and that other buildings are seriously under insured. He has informed the Village Hall Chairman of the matter.

- L&E1 Record of members present.
071024 Cllrs' Hanney, Astal-Stain, Armstrong, Butcher, Fone, Hancock and Johnston.
Two members of the public and the Assistant Clerk Lucy Bruckner.
- L&E2 Apologies for absence. None.
071024
- L&E3 Declarations of interest (and nature) with regard to items on the agenda.
071024 Cllr Astal-Stain 8 and 10, requests to stay in the room but will not vote.
Cllr Fone 10b personal interest.
- L&E4 Consider the granting of dispensations. The Chairman agreed Cllr Astal-Stain to remain
071024 in the room.
- L&E5 Public participation session with respect to items on the agenda. None.
071024
- L&E6 Confirm and sign the minutes of meetings of this committee on Monday 11th March 2024
071024 and Monday 10th June 2024 and report on any matters arising – for information only.
Proposed by Cllr Hancock and seconded by Cllr Butcher that the Chairman signed the
minutes, carried and signed.
- L&E7 To review the Terms of Reference for this committee. Discussed, amended and
071024 **RECOMMENDED** to full council for agreement.
- L&E8 As requested by former Cllr P. Astal-Stain – use of preventative solution on Highway.
071024 Cllr S Astal-Stain believes this refers to weed removal on Wellington Square. No action
requested by the committee.
- L&E9 As requested by Cllr Butcher - to consider Terms of Reference for the Tree Wardens
071024 reviews of trees on parish land. Cllr Butcher has created a Terms of Reference (TOR)
for this, there is already one in place. There are no Tree Preservation Orders in place in
the South Hams area, and Tree Wardens have no strength in Dartmoor National Park.
Cllr Butcher will re-write the TOR and present it to the Annual Parish Council Meeting at
Full Council meeting in May 2025. Carried.
- L&E10 To receive an update on the following
071024



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- A. Station Yard and Car Park. Victor Abbot Portfolio holder for South Hams District Council (SHDC) for car parks met with the Working Group (WG) 18th September. Discussed handing it back to SHDC, free parking, transfer of asset from SHDC to SBPC. Mr Abbot will talk with his officers and then there will be a further meeting.

Cllr Hancock left the meeting.

- B. Vicarage Road Allotments. From May 2024 Full Council minutes.

- i. To discuss and review the Vicarage Road Allotment Association licence. Signing of the licence is postponed until the Land & Estates committee meeting in October 2024. Cllrs' Astal-Stain and Butcher have written a licence to replace a lease. The Asst. clerk informed the committee that this should be brought to NALC via DALC for their advice and possibly there will already be a template in place. Cllr Richards will liaise with the clerk regarding this licence and report to full council on 21st October.
- ii. Works required regarding three oak trees. Cllr Hanney will speak with Ross **STEPHEN WHO IS ROSS? SURNAME?** regarding this.
- iii. Update on Tree Survey. Cllr Hanney will speak with Ross regarding this.

- C. Grounds Maintenance

- i. To review and consider the contract for grass cutting within the parish. The contract is for three years, starting in May 2024. Clerk to pass contact details of South West Grounds Maintenance to the Chairman of the committee to liaise regarding what areas are cut, when they are cut and in what manner ie depth from kerb. Carried.

- D. Railway Wood: report dates of inspections carried out and plan future inspections.

Cllr Hanney has walked through the wood and noted the trees. Cllr Astal-Stain will walk through in October, November, December and Cllr Fone will walk through in January 2025, Cllr Butcher in February 2025, Cllr Armstrong in March and Cllr Hanney in April and May, and report to this committee ensuring the clerk keeps a record of the inspections.

- i. To agree works on trees 143-146 as Dartforest report within five months of this meeting, and the distribution of the felled wood. To agree works on trees 607-611 as Dartforest report within eleven months of this meeting. Clerk to check if these works have been completed.
To decide on a future timescale for tree surveys, taking into consideration recommendations. **RECOMMENDED** to full council that the recommended timescale is adhered to.

- E. Sanderspool Cross Play Park – any repairs or maintenance required.

- i. To note emails from SHDC regarding new swings. Regarding height of seat from the ground. James Friend, handyman reported that the safety service is lifting and the suppliers Sutcliffe will replace under warranty. Cllr Astal-Stain reported a loose fitting on the swings which James will check on.
- ii. To consider recommendation from Cllr. Butcher to register play park with Land Registry. No trace of the deeds. Clerk to retrieve the deeds from Devon Records Office and ask Windeatts to correct them. A former clerk is to be informed that their address is still on many documents. Recommend to full council.

- F. Bus shelters



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i. Consider any works required to existing bus shelters. Two quotes have been received. Cllr Butcher proposed and Cllr Astal-Stain seconded that JFGS be awarded the contract to complete the works. Clerk to contact JFGS and request the work be completed as a matter of urgency.

ii. To reconsider Devon County Council recommended suppliers and installers for a bus shelter in Exeter Road, and decide on the same. It was **RECOMMENDED** to full council that the clerk source a bus stop from a Devon County Council (DCC) approved supplier.

G. Stockbridge Lane and Sanderspool Cross toilets.

Cllr Johnston has been sourcing quotations for automatic locks for toilet doors. Survey cost is £300. She will request that this item is added to Full Council agenda. There are bins and beer barrels left outside the toilets. Clerk to write to The Club and the occupants of two cottages.

- i. To receive update on toilet doors and SSE contract. Carried to agree that the contract runs to the end of the credit.
- ii. To consider and decide on a quotation received from JFGS for a CCTV survey of the Sanderspool Cross play park drains. It was proposed by Cllr Butcher and seconded by Cllr Astal-Stain that it is **RECOMMENDED** to full council.
- iii. To provide any update on SHDC conversion work. SHDC have no interest in being involved in this work. To **RECOMMEND** to full council that the ladies and gents are shut permanently and the clerk to get three quotations for making the disabled unisex.

H. Toll House (to include the Clock). Nothing to report.

I. Recreation Ground. The Recreation Association will need to recruit staff next year.

J. Wellington Square.

- i. To review three year maintenance contract for the memorial. In place until Autumn 2026.
- ii. To consider other maintenance options. Deferred to next L&E agenda, on hold until the leak has been repaired by South West Water.

K. Ex-BT phone box at Aish, hosting a defibrillator, and any other defibrillator cabinets owned by the Council. Not relevant to this committee.

L. Noticeboard outside Co-op – proceed with Signmaker quote from Cllr Butcher. Clerk to order once specific board is decided upon, as agreed at August Full Council meeting. Confirmed by Cllr Butcher that the board will be with us within a month, that he has liaised with the Co-op and has their agreement for fixing. Clerk to discuss fixing with JFGS.

M. All other items owned by the Council, and classified as street furniture, to include but not exclusively seats, troughs and monuments.

- i. To review the Audit of Parish Benches; Cllr. Butcher has completed an inspection of 16 parish benches and located the What3words linked to them. At the F&HR meeting there was a recommendation to full council that an Asset Register Review WG was created, which will cover the benches.

L&E11 071024 To review areas of land that are not maintained or owned by DCC, SHDC or DNPA. No update.

L&E12 071024 To receive an update on the work done by the Community Payback team update and future projects. No planned projects.



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L&E13 To review Clerks priorities for this committee. New bus shelter installation in Exeter Road
071024 Clerk to communicate with Lengthsman to discuss future extended plan of works and to check if he has capacity for extra hours. Stockbridge Lane toilets.

L&E14 To consider and agree the required budget for this committee in 2025/26, in order for the
071024 RFO to create a draft budget for agreement by full council. The committee has received relevant 2024/25 accounts to date in order to make an informed opinion.

- Staff for Rec Association.
- Toilet block conversion.
- Increased lengthsman hours.

It was proposed by Cllr Hanney and seconded by Cllr Butcher that is is **RECOMMENDED** to full council that the budget is increased from £20000 to £30000. Voted five yes, one abstention.

L&E15 To consider the replacement or repair of the Parish Crest on the roundabout.
071024 **RECOMMENDED** to full council that the clerk to arrange a risk assessment of the pole and sign.

L&E16 Any items for Full Council.

- 071024
- To request the clerk has all Parish Council owned buildings re-evaluated for insurance purposes.
 - To add to the agenda for full council on a potential bus stop at Marley Head.
 - To consider the addition of time locking devices to toilet doors.

Any items for the next agenda, and the date of the next meeting. Note the L&E meetings a generally held quarterly, March, June, September, December.

All meetings will be held at South Brent Village Hall and start at 7.30pm.

- 21.10.24 Full Parish Council meeting
- 18.11.24 Full Parish Council meeting
- 25.11.24 Finance meeting (budget).
- 9.12.24 Full Parish Council meeting

10.47pm meeting closed.