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Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall
on **MONDAY 17th November 2014** at **7.30pm**

Present: Cllr S Burrows (Chair), Cllr J Adams (Vice-Chair), Cllr L Hill, Cllr J Drury, Cllr J Burrows, Cllr A Frankland

In Attendance: Cllr T Pearce (WDBC), Mrs C Sellars (Parish Clerk), Members of the Public

Cllr S Burrows opened the meeting by explaining that in view of the matter of affordable housing and the submitted application public question time would for this meeting be increased from 15 to 30 minutes, to allowing any parishioners that wanted to, the chance to speak. She also clarified that item 12 on the agenda was in respect of an outline application for houses at Hammer Park and NOT the whole concept of Affordable Housing.

Prior to the public question time and in view of the Chair, Cllr Tim Beavons' resignation, the appointment of a new Chair and Vice-Chair were made. Cllr S Burrows was appointed as Chair (proposed by Cllr Drury, seconded by Cllr Hill). Cllr Adams was appointed Vice-Chair (proposed by Cllr S Burrows, seconded by Cllr Frankland).

Public question time:

One of the main topics of discussion was whether or not the Hammer Park Site was considered to be inside or outside the built up area of the village, with some Parishioners believing it did and some that it did not. Public opinion from those who had made comments on the DNPA website was also considered to be split 50/50, this was further supported with correspondence received from Mr T Beavon and Mr C Elder, both of whom held different views. It was concluded that this was a matter of personal opinion. Cllr Drury reminded everyone that DNPA would be making the final decision, and that further comments could be made direct to them.

8712 APOLOGIES FOR ABSENCE - none

8713 RESIGNATION OF THE CHAIR

The resignation of Cllr Beavon was noted. Cllr J Burrows thanked him on behalf of the Parish Council for doing such a good job of directing the meetings and keeping both the members of the public and fellow Councilors on track.

8714 DECLARATIONS OF INTEREST

There were no further declarations to be made with Cllrs S and J Burrows, and Cllr Adams still having a conflict of interest in relation to sites within the Affordable Housing item, not listed for discussion at this meeting.

8715 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 15TH SEPTEMBER, 2014

It was **AGREED** that the Minutes of this meeting be adopted

8716 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA

Members **NOTED** the action tracker circulated with the agenda.

Engine Sign – Enquiries have been made to find out how much it will cost to add the sign to the current insurance policy. The sign has been valued for insurance purposes at £15,000. A **CLERK** second opinion will also be sought.

The clerk reported that enquiries had been made re the housing of the engine sign due to the Council Offices relocating. Tavistock museum were unable to accept an item on loan but the Robey Trust had expressed an interest in it. Cllr Pearce also advised that although the Council offices were relocating, there was a smaller room which the sign could still be kept in. A parishioner stated that when the sign had originally been given to the Parish, the Doidge family expressly asked that it should only be offered to WDBC if the Parish of Brentor had nowhere to safely keep it. It was felt now that as the village hall was more secure and regularly used by the parishioners of Brentor, the possibilities of returning it to the village **CLERK**

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should be investigated. It was **AGREED** that the clerk would make further enquiries with the Insurance company to see what the premiums would be for each scenario before a decision was made.

Speed Limits – Cllr Drury reported that at the last Southern Links meeting, consideration was given to applying for funding to obtain a Vehicle Assessment Speed System (VASS), paid for through the TAP funding. Lydford Parish Council is also in support of the scheme which would enable a portable camera to be placed in either village to monitor the speed and quantity of vehicles passing through. The portable nature of the equipment would mean it could be placed anywhere there was a speed issue. Cllrs **AGREED** to support this request. Cllr Drury will report back at the next Southern Links meeting on the 6th December.

JD

Wheelwrights Stone – No further progress has been made. Jane Marchand of the DNPA had been invited to attend the meeting but had been unable to do so. She has been invited to the next meeting.

CLERK

Electoral Review – Following the review, the Local Government Boundary Commission had agreed that Brentor would remain in its current Mary Tavy Ward. Cllr Pearce stated that out of 31 wards, only 3 had been allowed to remain. Thanks were expressed by Cllr Drury who believed the successful outcome was due to the level of engagement from people in the local community, in particular, Cllrs Pearce, Frankland and Hill who had played an active part .

Members Code of Conduct – This item will be discussed at the January meeting.

CLERK

Dog fouling – Enquiries have been made regarding the dog warden scheme. There are currently 7 members of the scheme and one officer. The price for this service is based on a cost per person of the population of each area and for Brentor would be £130.50pa, or £11 per month from now until the end of the financial year. Weekly patrols would be made by the Dog Warden who would educate dog walkers in known hot spot areas and enforce dog fouling and control issues where appropriate. Cllr Pearce advised that Mary Tavy had been participating in the scheme for several years and it was very effective. Details of any known problem dogs/owners could also be passed to the dog warden who would make a visit and take appropriate action.

Cllr Adams felt very strongly that the scheme would be worthwhile and it was **AGREED** that it would be trialled until the end of the financial year, with a view to extending it if it proved successful.

CLERK

Mobile Infrastructure – There was nothing further to report as it was felt that at the moment Brentor doesn't meet the necessary broadband speed. It was suggested by a parishioner that individual people should contact their own suppliers to see if anything could be done to improve their broadband speed.

Parish Council Website – The Clerk had approached the Brentor Community Trust who run the Village website about the possibility of having a separate section on the website for displaying items of correspondence etc. Dave Williams attended the meeting and agreed that the BCT would be willing to do so at no cost to the Parish Council. Colin Dawes kindly offered to train the Clerk once the page had been set up.

CLERK

8717 **REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES** – Nothing further to report.

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8718 PLANNING MATTERS

a) To consider planning applications received:

DNPA 0606/14	Outline Planning permission for 12 Affordable Houses with associated access road and parking
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Cllr Drury explained that at this stage in the proceedings, the Parish Council was only empowered to offer an opinion to support, object or remain neutral in its views when considering the application, and wasn't able to enter into further discussion with the public during this part of the meeting. Cllr Adams and Cllrs J and S Burrows declared 'no comment' in view of their close proximity to other sites identified by the call for sites exercise, having previously acknowledged Declarations of Interest in previous meetings. Cllr Hill chaired the discussion, making it clear that the Cllrs were just expressing a view and not making a decision. The resulting comment to DNPA had to be from within the quorate group, namely Cllrs Hill, Frankland and Drury.

Cllr Hill objected to the application. Her reasons being that there was a split view within the village as to whether the proposed site was within or outside the built up area of the village, and in her view it was outside the built area and therefore outside the policy. She also thought that with the narrowness of the lanes, tight corners etc. the site was unviable.

Cllr Frankland was in support of the application. Her reasons were based on the feedback from the parishioners to the DNPA. Other houses already exist within this area, any new houses would tie these in to the village and from the parishioner feedback, Hammer Park was the second choice within the Affordable Housing preferences.

Cllr Drury was also in support. His reasons were that a need for housing had already been established and through the process which had been followed in the call for sites for affordable housing conducted by DNPA, the Hammer Park site had been identified as being one of the most deliverable for a number of reasons. From a practical perspective, the landowner of the Hammer Park site already has a developer in situ who could support the requirements of the application.

CLERK

The quorate vote was 2 votes to support the application, with one objection and therefore the Parish Council will confirm its support for the application.

Cllr Pearce was in support of the way the Parish Council had processed the matter and reminded everyone that it was important to remember that this was an only an outline planning application at this stage, other finer points would be dealt with later if appropriate.

8719 BRENTOR INN

Condolences were offered to the family who had suffered a recent bereavement and the matter was deferred to the next meeting.

CLERK

8720 CORRESPONDENCE

Members **NOTED** the list of correspondence (*circulated by the Clerk at the meeting*).

a) For action/decision

Correspondence had been received from Mr Spratt and Ms Chapman (neither of whom attended the meeting), which among other things questioned the lack of commitment for plans to achieve the following:

A Parish Plan, a Parish Survey or Appraisal, a Statement of Community Engagement, a Communication Strategy, a policy for Equal Opportunities and the Freedom of

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Information Act and Quality Council Status.

Cllr Drury stated that as this would take an enormous amount of work for which no Cllr had sufficient free time at the moment although well worth considering. Cllr Drury had raised these matters with the DALC and in response to this community engagement it was proposed that as Mr Spratt had previous experience of Council business it was suggested it may be something that Mr Spratt might like to engage with in support of the Council and the Parish. Clerk to write and suggest this.

CLERK

A letter had been received from Tavistock and District Local Transport Partnership asking that consideration be given to the Ring and Ride Service in next year's Parish Precept. The request will be kept on file and an advert put in the Brentor News asking if there are any more requests for funding. All requests will be considered at the next meeting.

CLERK

An email had been received from Adam Phillips advising that his prices for next year were to be increased by 5% and asking if he was required to carry out the winter hedge maintenance and grass cutting contract again next year. All Cllrs AGREED to this request. Clerk to write to Mr Adams.

An email had been received from WDBC asking for details of any sand or sand bags required in the village. Mr Eric Rhodes has requested some as his have deteriorated beyond use. It was felt that the risk of flooding within the village was mainly due to poor pipework and blocked drains.

CLERK

Clerk to respond to WDBC asking if the pipework around Windsor Cottage could be increased as the current pipes were not wide enough to cope with the volume of water, resulting in the drive ways of several houses in the centre of the village being flooded.

CLERK

Cllr Pearce also suggested that Steve Brockman from Okehampton be contacted to see if he can bring his drain sucker to clear the drains, in particular around the phone box.

A request had been received from the Dartmoor Forest Parish Council (DFPC) to support a bid for TAP funding for a shared projector and laptop. A parishioner pointed out that there was already a digital projector available for hire within the village. Cllrs also agreed that any requests for TAP funding would be better spent on the VASS system. It was AGREED that the application would not be supported. Clerk to advise DFPC.

b) For information

A letter had been received from Ms Irene Craddick thanking all Cllrs and in particular Cllr Drury and Cllr Beavon for their time and attention being given to the matter of Affordable Housing. She passed on her appreciation for their hard work.

A letter had also been received from Mr P Webster thanking Cllr Drury for his involvement in arranging for the speedy repair to the recently broken cattle grid.

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8721 CLERKS PROBATION AND HOURS

The clerks' probationary period had now been satisfactorily completed. All Cllrs agreed to an increase in hours from 20 to 23 per month and acknowledged that this was now necessary in view of the recent work load and also in readiness for the maintenance of the Parish Council website when it is up and running. Cllr Drury also proposed a one off extra payment of £100 as a recognition of the extra hours worked. This was AGREED by all Cllrs. Thanks were expressed by the Clerk.

8722 GENERAL FINANCE

- a) The Clerk had previously shown the Chair a bank reconciliation and cashflow sheet together with the latest bank statement dated 3rd November 2014.

1. Receipts (£) since the last meeting:

05/09/14	£5643.00	BACS	Second half of Parish precept
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2. It was **RESOLVED** to approve the following payments made since the last meeting:

28/08/14	£172.60	S/O	Clerks Salary month 5
28/08/14	£20	S/O	Clerks expenses
22/10/14	£294	000460	A Phillips Cemetery Maintenance
28/10/14	£172.60	S/O	Clerks Salary month 6
28/10/14	£20	S/O	Clerks expenses

3. It was **RESOLVED** to approve the following payments:

17/11/14	£4.96	000461	Clerks Admin expenses
17/11/14	£40	000462	Royal British Legion Poppy Appeal
17/11/14	£50.50	000463	Clerks Manual (SLCC)
17/11/14	£100	000464	One off payment to Clerk

4. It was **RESOLVED** to approve and sign the cashflow as at 03 11 2014
5. It was **RESOLVED** to approve and sign the Bank Reconciliation as at 03 11 2014
6. A Bank form was completed to remove Cllr Beavon from the account.

8723 PARISH PRECEPT/NEXT YEARS BUDGET

The draft budget has been updated. An increase in insurance premium is expected when the engine sign has been properly assessed. The cost of the cemetery maintenance was also to be increased by 5%. There is a predicted balance of approximately £8K at year end. It was generally felt to be a wise cautionary measure to maintain a useful reserve given the expected capping of Local Government grants which could affect the Council in future. It was agreed there was time for further discussions about any adjustments before approving the final version.

It was **AGREED** that the Clerk put an advertisement in the Brentor News to advise the local community about applying for Grants from the Parish Council.

CLERK

8724 MINOR ITEMS

Dave Williams (acting Chair of VHPFC) asked Cllrs to think of suggestions as to how the playing field could best be used. The cost of maintaining it was becoming increasingly expensive and

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most fund raising just went to pay for its upkeep. It isn't particularly well used and any ideas would be gratefully received. Cllr Hill is currently part of this committee although hasn't been able to attend recent meetings due to family commitments and it was suggested Cllr Adams might like to attend meetings in her absence.

Cllr Drury asked if the remaining Cllrs were happy to remain as 6, in view of the fact there were only 2 more meetings before the new Council would be elected. All Cllrs **AGREED** that they were happy with this.

Cllr Hill offered her apologies for the next meeting.

8725 DATE AND TIME OF NEXT MEETING

Monday 19th January 2015, 7.30pm, Brentor Village Hall

8726 CLOSE The meeting was formally closed at 9.05 pm