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Minutes of the Annual Parish Council Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall on **MONDAY 19th May 2014** at **7.30pm**

Present: T Beavon (Chair), L Hill (Vice-Chair),
J Drury (JD), A Frankland (AF), J Burrows (JB), S Burrows (SB)

In Attendance: Cllr Terry Pearce (TP), Mrs C Sellars (Parish Clerk), 12 Member of the Public

Public Question Time:

Various members of the public spoke about their concerns regarding Item 9 (Affordable Housing) with many voicing their opinions on road safety and access to the proposed sites.

Cllr Drury responded that he appreciated there was a great deal of public opinion but it was a statutory requirement for every Planning Authority, including West Devon Borough Council and DNPA to produce a 20 year forecast of the population and housing needs. It was the duty of Brentor Parish Council to let DNPA know whether we supported the proposals but the public needed to be aware and consider the consequences if the Affordable Housing did not take place. The alternative could be that if we just say 'no', developers could well go to the Secretary of State for planning on appeal and we could be left with a situation where other open market housing was given permission over which Brentor Parish Council had no input.

Cllr Pearce added that everyone had now had the chance to contribute to the discussions over the past months and that the issue had to be addressed now.

8665 **APOLOGIES FOR ABSENCE** were received from Cllr J Adams

8666 **TO ELECT A CHAIR AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**
Cllr Drury seconded by Cllr S Burrows, proposed that Cllr Beavon be appointed Chair for the ensuing year. It was then unanimously **AGREED** that Cllr Beavon be appointed Chair for the ensuing year. Cllr Beavon duly signed the Declaration of Acceptance of Office.

8667 **TO ELECT A VICE-CHAIR AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**
Cllr Drury seconded by Cllr Hill, proposed that Cllr S Burrows be appointed Vice-Chair for the ensuing year. It was then unanimously **AGREED** that Cllr S Burrows be appointed Vice-Chair for the ensuing year. Cllr S Burrows duly signed the Declaration of Acceptance of Office.

8668 **DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST** Cllrs J and S Burrows and Cllr Beavon declared an interest in item 9 – Affordable Housing, and left the room when that item was discussed. For the duration of item 9, Cllr Hill took the chair.

8669 **TO APPOINT MEMBERS TO SERVE ON THE PLANNING COMMITTEE**
Cllrs J Burrows, S Burrows, J Drury, A Frankland, L Hill

8670 **TO APPOINT MEMBERS TO SERVE AS COUNCIL REPRESENTATIVES TO OTHER ORGANISATIONS**
Southern Parishes Link Committee – Cllr Drury
Village Hall & Playing Field Committee- Cllr Hill
Brentor Commons Association – Cllr Beavon
Brentor Community Trust – Cllr Drury
DNPA Forum – Cllr Beavon, Cllr Hill
Emergency Co-ordinator – Cllr S Burrows
Snow Warden – Cllr Frankland

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8671 APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 17th March 2014

It was **AGREED** that the Minutes of this meetings be adopted.

8672 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA

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

Cllr Drury was waiting for replies to his enquiries and will follow it up at the next Southern Link TAP meeting. JD

The Clerk reported that a new auditor Mrs Jane Williams had been appointed and had signed the annual accounts.

The Clerk reported that the Bus Shelter Litter Bin had now been added to the contractors list and would be emptied on a weekly basis.

Cllr Drury advised that Wi-Fi in the Village Hall was now up and running. Thanks to the Parish Councils Support and a donation from TAP the service should be secure for the next year and a half.

Cllr Drury reported that there had still been no response to his emails regarding the damage to salt bags on the moors. He will raise it again at the next Southern Link TAP meeting. JD

Cllr Drury is to approach Mr Cunningham regarding the Wheelwright's Stone. There was nothing further to report at this stage. JD

Cllr Beavon reported that the bus route, although amended, would still be continuing through Brentor.

8673 CALLS FOR SITES FOR AFFORDABLE HOUSING

Discussion took place between the 3 remaining Councillors not directly affected through declaration of interest, namely Cllr Liz Hill (who took the Chair for this item), Cllr John Drury and Cllr Antonia Frankland.

It was agreed that the purpose of the meeting was to reach a decision regarding the views of the Parish Council to be fed back to the Dartmoor National Park (DNPA). No further report had been received from DNPA. All Cllrs agreed that a hierarchy of sites should be proposed, rather than an individual one and that sites 5, 6, 7, and 8 should be discounted as these were the least popular.

Submissions from Cllr Tim Beavon and Cllr Jon Adams were read out by Cllr Hill as they had not been received in time to distribute before the meeting. There were also 2 other emails from parishioners to be considered. None of these had been seen by councillors before the meeting.

Cllr Hill voiced her concerns that the original feedback request forms sent out to households some time ago asking for parishioners opinions, now appeared to be the main basis of evidence for publishing preferences for sites. Had she been asked to vote at that point she would have returned her survey and felt that other parishioners, who also had not responded, perhaps would have done so had they been told their votes would lead to a decision being made. She also stated that a large number of surveys had been returned before site 9 had been added to the list leading to inaccurate figures. Previous council decisions and discussions had been done step by step and before any particular sites or

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locations had been suggested and the hierarchy in her opinion should therefore be in line with previous decisions made. This would discount 2 of the most popular sites as they are outside the policies previously adopted.

Cllr Drury stated that financial help from the Government had been greatly reduced since the item had first been considered and that even DNPA had seen fit to issue a Supplementary Planning Document (SPD) since the publication of the original Dartmoor Management Development Plan (DMD). He had asked DNPA on several occasions for the environmental reports and economic viability for each site but these had not been available at the time of request. He agreed that the survey didn't take into account everyone's opinions but felt that there had been many opportunities since then for anyone to voice their concerns as parishioners had been kept well informed through the Brentor News and Brentor Village Website. He also felt that the survey was only part of the procedure and that at some point a decision was going to have to be made.

Cllr Frankland agreed that there had been plenty of opportunities to give feedback and Cllrs should keep in mind that whatever the preferences of the Parish Council, they may be ignored anyway.

Cllrs placed the sites in order of their preferences and each was then scored accordingly (ie 1st choice 5 points, 2nd choice 4 points etc) to get a final score as there was no unanimous leader.

Cllr Drury	1	2	3	4	9
Cllr Frankland	3	2	1	4	9
Cllr Hill	2	9	4	3	1

The result, and therefore the proposal to be fed back to DNPA was site 1 (Hammer Park), site 3 (Shell Park), Site 2 (War Memorial), Site 4 (Station Road) and site 9 (Station View). To be made clear to the DNPA that this outcome is on the basis of the caveat of not understanding the economic viability nor environmental impact of any of the sites. Cllr Drury requested that the correspondence received should be sent along with Council's recommendations to the Planning Officer at DNPA.

8674 FEEDBACK FROM ANNUAL PARISH MEETING

Cllr Drury and Cllr Hill reported that attendance had been good at the Parish Meeting. There had been lots of discussion about Affordable Housing, various other organisations had been in attendance and the event was a success.

8675 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES

Nothing to report

8676 PLANNING MATTERS

a) The following planning applications had been received:

DNPA 3/31/310/97/03	Change of use of farm buildings and construction of new vehicle access at Holyeat Farm, Brentor.	No objection
DNPA 14/0021	Permission requested to fell 1-2 Ash Trees, Broadmead Cottage	No objection

b) The following planning decisions had been received:

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DNPA 14/0010	Proposed Tree Works Broadmead Cottage. DNPA has not protected the tree with a Tree Preservation Order.
DNPA 128/14	Single storey extension to Broadmead Cottage, Brentor
DNPA 0146/14	Alteration to existing permission granted (0295/10) re Brinsabach Bungalow

c) For information only

DNPA 128/14	Slight amendment to size of extension in respect of Broadmead Cottage
DNPA 0146/14	Alterations to existing plans Brinsabach Bungalow

8677 GENERAL FINANCE

- a) The Clerk had previously shown the Chair a bank reconciliation and cashflow sheet together with the latest bank statement dated 29 04 14.

1. Receipts (£) since the last meeting:

27/03/14	£300	bacs	WDBC TAP (Broadband)
08/04/14	£5,927	bacs	WDBC Precept

2. It was **RESOLVED** to approve the following payments made since the last meeting:

28/03/14	£216.00	s/o	Clerks salary month 12 (K Palfrey)
10/04/14	£300.00	000447	TAP (Brentor Village Hall/Playing field)
10/04/14	£91.53	000448	DALC Membership Fee
28/04/14	£215.75	s/o	Clerks Salary month 1 (C Sellars)
28/04/14	£20.00	s/o	Clerks admin expenses

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

May 2014	£200.80	000449	Zurich Municipal Insurance
May 2014	Voided	000450	Error made on cheque
May 2014	£500	000451	Village Hall/Playing Field (Donation see Jan 14 minutes)
May 2014	£50	000452	CAB (Donation see Jan 14 minutes)

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May 2014	£45	000453	Auditors fee
May 2014	£294	000454	A Phillips Cemetery Maintenance

4. It was **RESOLVED** to approve and sign the cashflow as at 29 04 2014
5. It was **RESOLVED** to approve and sign the Bank Reconciliation as at 29 04 2014
- b) I. It was **RESOLVED** to approve and sign the 2013-2014 Accounts and for them to be signed by the Chair and Clerk.
II. It was **RESOLVED** to approve the supporting accounts notes and for them to be signed by the Chair and Clerk.
III. It was **RESOLVED** to approve the bank reconciliation to be submitted with the Annual Return 2014 and for it to be signed by the Chair and Clerk.
IV. It was **RESOLVED** to complete and approve sections 1 and 2 of the Annual Return 2014, and for them to be signed by the Chair and Clerk.

8678 **CORRESPONDENCE**

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

- a) For action/decision

Electoral Review of West Devon:Draft Recommendation

Comments were invited by the Local Government Boundary Commission regarding its electoral review. As the deadline was not until 21st July (the date of the next meeting), Cllrs requested that a copy be emailed to them for further investigation.

CLERK

- 8679 **MINOR ITEMS** Cllr Drury requested that in future copies of correspondence be circulated before the meeting.

CLERK

- 8680 **DATE AND TIME OF NEXT MEETING** Monday 21st July, 7.30pm, Brentor Village Hall

- 8681 **CLOSE** The meeting was formally closed at 9pm.