

Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall
on **MONDAY** the 1ST **AUG 2011** at **7.30pm**

Present: Cllrs T Beavon (TB) (Chair), L Hill (LH) (Vice-Chair), J Burrows (JB), S Burrows (SB)
C Friend (CF), J Drury (JD), A Frankland (AF),

In Attendance: 3 members of the public, Cllr Christine Marsh (DCC), Mr Rick Blower (Parish News)
Mrs D Ashton (Parish Clerk)

8296. APOLOGIES FOR ABSENCE None

8297. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST None

8298. MINUTES

Min 8270 should refer to 'Vice-Chair'.

It was **AGREED** that the Minutes of the meeting held on 23rd June 2011 be adopted subject the amendment above.

8299. MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA

Updates were received on following actions arising from the last meeting:

Min 8287

Cllr Friend gave an update on Forestry Commission matters at Lyfdord Forest

Min 8287 (8244/8234)

Cllr Frankland reviewed the Brentor Parish Emergency Help List information and will action in September before the winter weather.

AF

Min 8287 (8244/8238)

Mrs Curtis has now kindly given further information on the Millennium Marker Stones. The Clerk asked if Cllrs could inspect the a few stones each and log actual location. Clerk to distribute copies of the map.

Clerk

8300. FURTHER APPOINTMENT OF MEMBERS TO SERVE ON PLANNING AND CEMETERY COMMITTEES

It was **AGREED** that Cllrs J Burrows and S Burrows be appointed to the Planning Committee.

8301. APPOINTMENT OF COUNCIL REPRESENTATIVES FOR SOUTHERN PARISHES LINK COMMITTEE

It was **AGREED** that two Members be appointed to attend future meetings - Cllr Friend and the most available Cllr at the time of the next meeting. The next meeting is 22nd September.

8302. REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES

None

8303. PLANNING MATTERS

a) The following planning applications were considered:

WDBC 01695/2011	Listed Building application for re-roofing of main roof and porch, replacement of rainwater goods and re-fitting of slate hanging by Mr Bennett at Burcombe Farm, Brentor, PL19 0NQ	SUPPORT
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WDBC 01711/2011	Listed Building application for insertion of replacement window and doors by Mr Bennett at Burcombe Farm, Brentor, PL19 0NQ	SUPPORT
DNPA 00379/11	Erection of a summerhouse at Hawthorns, West Blackdown, Brentor, PL19 0NB by Mr Higgs	SUPPORT

b) The following planning decision notice was **NOTED**:

WDBC 01458/2011	Erection of replacement dwelling (existing bungalow to be demolished) and associated works inc. erection of a detached garage at Bryher, Brentor, PL19 0NQ	REFUSAL	<i>The Parish Council was unable to meet before the previous term of office ended so no comment could be submitted.</i>
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c) DNPA Draft Development Management and Delivery Development Plan Document:

Cllrs Hill and Frankland attended the DNPA planning workshop on 14th July 2011.

The next stage for the draft planning document is for a revision to be published once the consultation has ended and feedback collated. A document will then be prepared for submission to Central Government by Autumn 2012. DNPA's aim is to make the planning process more open and transparent.

Cllrs felt it was important to comment upon this document as it will be the policy that decisions are based upon. It was **AGREED** to form a working party to review the document and submit recommendations to Council at the next meeting. Clerk to arrange meeting for w/c 15th Aug or 22nd Aug.

Clerk

d) The Clerk updated Members on the responses from DNPA and WDBC enforcement officers with regard to Brentor Inn:

Mr Keith Palmer (WDBC) advised that a joint visit with DNPA had never been arranged due to the fact that the buildings are in the area governed by WDBC whilst the car park (on the other side of the road) is governed by DNPA. However, both officers have liaised with each other over a number of issues.

As far as WDBC is aware, the bar area has not been removed and the residential use is still confined to the first floor so a change of use has not occurred. WDBC is monitoring the condition of the building and its environs together with its use. Should information be forthcoming to WDBC indicating that the bar and business areas are being used for residential purposes, an internal inspection will be considered.

Mr Nick Savin (DNPA) advised that he is due to meet shortly with the owners of the Brentor Inn to discuss the car park and building materials.

Cllrs thought that the mobile home on the land did not have planning permission - Clerk to contact WDBC and also request that the Parish Council be kept updated should any inspection of premises take place.

Clerk

With regard to the construction of the bungalow, this was originally given approval as it was due to be the manager's residence. Works are currently being carried out which contrary to the terms of an enforcement notice.

8304. **PUBLIC TOILETS AT CHURCH TOR**

The Clerk reported that DNPA had not responded to the Parish Council's request for a contribution to

the toilets.

WDBC did respond and quoted the following resolutions made by the Environment and Community Committee:

- (i) Investigate alternative options for funding the provision of public toilets through, for example, local business support, sponsorship either financially or by offering public use of facilities in the locality;
- (ii) In the light of the piloting of charges for the use of the public toilet in Princetown, to consider the impact of introducing such a scheme more widespread across the Borough; and
- (iii) Advise those Parish and Town Councils who decide to not offer funding at all or who offer a sum less than the minimum 30% figure identified for the running costs of the toilets within their respective areas, that those toilets will be closed for a proportional period on 31st March 2012 unless alternative sources of financial support can be obtained.

WDBC will shortly be in touch with all Parish/Town Councils to establish which will be contributing 30% of running costs, so that the proportional closures can be planned for the next financial year.

Members felt that the response did not answer the raised by the Parish Council and that the above still need to be ratified by WDBC Full Council. Clerk to write to WDBC again, obtain feedback on the Princetown pilot scheme and further breakdown of the running costs of the toilets.

Clerk

To remain an agenda item

8305. WHEELWRIGHT'S STONE

Mr Pancheri had contacted Cllr Beavon to advise of Mr and Mrs Pancheri's agreement with the letter from the Parish Council. A formal response is due shortly. No response from Mr Cunningham.

To remain an agenda item.

8306. PARISH HOUSING - SURVEY AND POSITION STATEMENT

Cllrs Beavon and Hill reported on a meeting with DNPA's Phil Markham with regard to DNPA's current position on housing in Brentor (notes of the meeting attached as APPENDIX 1).

Members felt an open-house meeting should be arranged so that parishioners can seek information and answers from representatives of DNPA, WDBC and Devon Rural Housing Association (DRHA).

The Clerk advised that DRHA is not happy for the housing survey report to be posted on the parish website but happy for parishioners to receive copies on request to the Parish Council. Clerk to advertise this.

Clerk

8307. WDBC - POLLING DISTRICT AND POLLING PLACES REVIEW

It was felt that Brentor parishioners should be voting in the parish of Brentor and not in the neighbouring parish. Clerk to submit comments to WDBC.

Clerk

8308. MISUSE OF BRENTOR VILLAGE LITTER BIN FOR HOUSEHOLD WASTE

The bin by the bus shelter is increasingly being used to dispose of bags of domestic rubbish which fills the bin quickly. Though it is not known where the rubbish is coming from, Members felt an article should be placed in the Brentor News and a sign placed on the bin highlighting the problem and requesting proper disposal of such waste.

Clerk

8309. GENERAL FINANCE

The Clerk distributed to Members a finance report and up to date bank reconciliation and cashflow sheet - **NOTED**. The Chair had inspected the bank statements prior to the meeting.

a) It was **AGREED** to approve the following payments:

Main A/c:

<u>Payee</u>	<u>Payee Ref</u>	<u>Gross £</u>	<u>VAT £</u>	<u>Council Ref</u>	<u>Reason</u>
D Ashton	Aug 2011	138.33	-	s/o	Clerk's salary Mth5
WDBC	8000054524	1241.78	-	000375	PC Election 16 Jun
Audit Comm.	4037762	144.00	24.99	000376	Annual Audit 2011/2010
D Ashton	Jul 2011	54.72	-	000377	Clerk's admin expenses
Total		1557.49			

b) Annual Return: external audit of accounts by Audit Commission now completed and satisfactory.

8310. CORRESPONDANCE

Members **NOTED** the list of correspondence (*previously circulated by the Clerk with the agenda*).

Clerk to submit details of DNPA's 60th Anniversary 'Dartmoor Community Quiz' to Brentor Parish News and ask Mike Whitfield if he would submit parish questions.

Clerk

8311. MINOR ITEMS

8312. ITEMS FOR THE NEXT AGENDA

- Parish Lengsthman (Cllr J Burrows)
- Speed Limit (Clerk to pass speed limit check results to all Cllrs and find out procedure for holding a cycle race on public highways)

Clerk

8313. DATE AND TIME OF NEXT MEETING: Monday 19th September 2011, 7.30pm, Brentor Village Hall

8314. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

It was **AGREED** that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

8315. CLERK'S CONTRACT OF EMPLOYMENT

Cllr Beavon reported on the status of the Clerk's contract. It was **AGREED** issue the contract for signing once certain minor details relating to insurance had been confirmed.

8316. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

It was **AGREED** that the public and press be re-admitted to the Meeting.

8317. CLOSE The meeting was formally closed at 9.15pm.

APPENDIX 1 to minutes of 1st Aug 2011 meeting of Brentor Parish Council

Notes by Tim Beavon of a meeting 18/7/11: to find out the DNPA's current position on housing in Brentor.

Present: Phil Markham (DNPA), Liz Hill (Vice Chair Brentor PC), Tim Beavon (Chair Brentor PC)

1. The adoption of the DNPA Core Strategy in April 2008 confirmed a change on policy of DNPA to the provision of affordable housing in rural settlements. The previous policy required a settlement to have at least two of the following services before housing provision would be considered – shop, school, daily bus service (Mon to Sat). Based on a similar set of criteria (i.e. an availability of basic local services) the Core Strategy identified a number of settlements, including North Brentor, as Rural Settlements:

“where small scale development essentially serving identified needs arising from within a settlement and its parish will be acceptable in principle ... In these settlements the priorities for spatial development will be to:

- provide for small scale housing development to meet identified local needs for affordable housing;
- provide for small scale development to sustain local enterprises and facilitate business growth;
- provide for small scale development to provide new local services or safeguard existing local services.” (Policy COR2)

It is important to note that this policy relates to North Brentor village only, and not the parish of Brentor.

2. Following a call to landowners to provide details of potential housing sites in support of Policy COR2 a Strategic Housing Land Availability Assessment (SHLAA) has been produced by DNPA with sites which are suitable, achievable and available in respect of housing development, agreed by an independent panel. This process identified two sites in North Brentor (Hammer Park and land west of the war memorial). Inclusion in the SHLAA does not mean that a site is acceptable with regard to land use planning considerations; SHLAA does not make judgments on whether planning permission is likely to be granted. DNPA officer advice on the Hammer Park site is that

“the location and character of the site is such that we could not recommend it as a suitable site for housing development as it lies well outside the main developed part of Brentor.”

No assessment has been made of the other site as yet. Mr Markham stated that he would consult with colleagues to formulate a view by September.

3. DNPA is now consulting on its Development Management and Delivery Development Plan Document (DMD) which includes identifying where in the ‘Local Centres’ (the larger settlements) affordable housing could be provided. The Plan sets out more detailed policies and proposals to assist in the implementation of the Core Strategy. Comments on the draft document must be submitted by 23 September 2011.

4. The draft DMD's Core Strategic Aim for Housing states:

“Actively to encourage and promote affordable housing to meet the needs of local people in the Local Centres and Rural Settlements ...”

Affordable housing is as defined by government guidance. "Local" is defined in the draft Plan as:

- “(i) those people currently living in the parish of provision, or a rural parish adjacent to the parish of provision, and having done so for a period of at least five years; or
- (ii) those people who have lived in the parish of provision or a rural parish adjacent to the parish of provision for a period of five years but have moved away in the past three years; or
- (iii) those people who have a strong local connection with the parish of provision or a rural parish adjacent to the parish of provision by virtue of, for example, upbringing or current employment.”

5. The draft DMD policy for Rural Settlements states:

“where a specific parish need for affordable housing has been identified, then development tailored to meet those needs will be permitted on land within or adjacent to the settlement and well related to its existing built form”.

6. The draft DMD does not have any specific policies or proposals for North Brentor. Development management will be governed by the general policies of the DMD and the Core Strategy policies. This means that a site is not being allocated in the Plan for affordable housing in North Brentor, but that any proposal would be considered against the Development Management policies in the plan as and when a site is brought forward to meet an identified local need. The DMD refers to the housing needs survey published in February 2011, which indicated a need for 10 affordable homes and states:

“further work to look at suitability and resourcing will now be needed”.

It also refers to the Conservation Area appraisal for which draft DMD policy DMD9 is relevant:

“Development in or affecting a conservation area will only be permitted where those features which contribute to the character and distinctiveness of the conservation area are preserved or enhanced”.