

## DRAFT

Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall on **MONDAY 21<sup>st</sup> January 2013** at **7.30pm**

**Present:** T Beavon (Chair), J Drury (JD), A Frankland (AF),

**In Attendance:** Cllr T Pearce (TP), Mrs K Palfrey (Parish Clerk),

**Public Question Time:**

Cllr Pearce reported that it was highly likely that the government will next year set a cap on the annual increase in Town and Parish Council precepts.

Cllr Pearce gave an update on the TAP fund bid for additional grit bins. The latest position is that Devon County Council who have the final say on allocation of the TAP fund won't fund any more grit bins and won't authorise any bins funded elsewhere to be put on Devon owned verges. Cllr Pearce intends to follow this up and Council expressed their support for Cllr Pearce to argue the case.

**8517** **APOLOGIES FOR ABSENCE** were received from L Hill (Vice-Chair), C Friend (CF), J Burrows (JB), S Burrows (SB).

**8518** **DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST** None.

**8519** **APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 19<sup>th</sup> November 2012**

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

**8520** **MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA**

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

Cllr Beavon reported that no researcher at Plymouth University was prepared to take on the proposed Broadband project through the Plymouth University Community Research Award. No further action.

Cllr Beavon and Cllr Hill had been unable to attend the last Dartmoor National Park Forum meeting and nothing had been received as yet from that meeting.

Cllr Drury reported on the Southern Link's TAP fund project proposal to reduce traffic speeds in West Devon Villages. The Police have been inundated with work connected with this and nothing is likely to happen until June.

Cllr Drury gave an update on the Parish Lengthsman. A meeting is planned with Councillor representatives from the three parishes involved in the near future. Cllr Drury will report back after that meeting.

**JD**

Cllr Beavon reported no further progress as yet on the off road cycle route between Brentor and Tavistock.

In the absence of Cllr Hill there was nothing further to report on the Wheelwright's Stone.

Cllr Frankland had updated and circulated the emergency contact list prior to the meeting. No further action.

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Council had received a request from Brentor Village Hall and Playing Field Committee and Lamerton Parish Council for support of an application to the TAP Fund for purchase of a marquee and trailer to be used jointly by the two parishes.

The Clerk reported that she had been asked by the Clerk of Lamerton Parish Council to raise questions over who would be responsible for the payment arrangements, and general administration such as insurance and storage. In addition how would it be allocated fairly between the parishes on occasions such as the Jubilee? Council noted that Lamerton Parish Council was the lead applicant on the funding application form and therefore would be responsible for these arrangements with negotiations between the two Village Hall Committees over use.

Cllr Pearce suggested contacting the parish clerk at Peter Tavy for information as they had recently purchased a new marquee.

CLERK

After discussion Council agreed to support the application in principle but with a justification of the cost being provided for consideration before final go ahead as the proposed sum of £7500 seemed excessive.

CLERK

### **8521 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES**

None.

### **8522 PLANNING MATTERS**

- a) No planning applications had been received since the last meeting.
- b) The following planning decisions had been received:

DNPA 0538/12	Retrospective erection of summerhouse at Camelot, Brentor by Mrs V Brown. Grant of conditional planning permission.
DNPA 0566/12	Proposed erection of timber agricultural store at Burn Cottage, Lydford by Miss D Otnes. Grant of conditional planning permission.
DNPA 12/0053	Proposed Tree Works Roseland Brentor by Alvin and Jane Diaz. Dartmoor National Park Authority has not issued a Tree Preservation Order.
DNPA 0599/12	Revised location and design of garage previously approved Stoneleigh, South Brentor. Grant of conditional planning permission.

- c) The following planning appeal decision had been received:

DNPA 0569/11	Construction of outdoor ménage and adjoining field shelter Down Park Cottage, West Blackdown, Brentor by Mr J Kuipers. Appeal split decision with conditions.
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### **8523 BRENTOR CEMETERY MAINTENANCE**

Cllr Beavon reported that since the last meeting specifications for the required works had been prepared from the Ecological Appraisal report. Quotes had been obtained and Cllr Beavon circulated a summary sheet of funding and costs. After discussion Council **AGREED** to appoint Adam Phillips for the general maintenance

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and Nick The Tree Surgeon for the hedging. An article to be submitted to the Brentor News.

TB

### 8524 ANNUAL PARISH MEETING 2013

The Village Hall & Playing Field Committee has agreed that the 2013 Annual Parish Meeting could be held at the Coffee Morning on 6<sup>th</sup> April in order to encourage more attendance from parishioners. Clerk to invite the usual representatives of local groups to attend. A display of achievements was discussed, Councillors to liaise with Clerk with any ideas. Clerk to contact Brentor Community Trust and Tavistock Community Services to see whether a display board can be obtained.

ALL/  
CLERK

### 8525 BROADBAND

Cllr Beavon reported that Peter Tavy Parish Council is interested in joining forces with Brentor Parish Council to secure an improved broadband service for the area. Devon County Council has some grant funding to improve broadband and is currently negotiating with BT. There should be further information soon, possibly by the end of the month. Cllr Beavon will report further after receiving that information.

TB

### 8526 GENERAL FINANCE

- a) The Clerk produced a bank reconciliation and cashflow sheet together with the latest bank statement dated 28<sup>th</sup> December 2012.

1. Receipts (£) since the last meeting:

Main A/c	Dec 2012	£200.00	DNPA Grant
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Cemetery A/c: NONE

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

K Palfrey	Nov 2012	£171.00	s/o	Clerk's salary Mth 8
K Palfrey	Dec 2012	£171.00	s/o	Clerk's salary Mth 9
GBS	Dec 2012	£1600.46	d/d	Public Works Loan

3. It was **RESOLVED** 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>
SLCC	Jan 2013	£75.00		000413	Membership
Chilcotts	Jan 2013	£45	£7.50	000414	Custody of deeds 5 yrs
K Palfrey	Jan 2013	£80.60		000415	Nov & Dec Clerk's expenses

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### Cemetery A/c: NONE

4. It was RESOLVED to approve and sign the cashflow as at 28 Dec 2012.
5. It was RESOLVED to approve and sign the Bank Reconciliation as at 28 Dec 2012.

b) Closure of Cemetery account as agreed at 19<sup>th</sup> March 2012 meeting. Bank form signed.

c) Update on requests for donations.

The Village Hall & Playing Field Committee had amended their request to £1,147 (previously £1200). Further information had been obtained on the reason for increase from previous year, this was due to increased insurance cost. After discussion it was **AGREED** to donate £1000.

As discussed at 19<sup>th</sup> November 2012 meeting other donations were **AGREED** as follows:

Brentor Community Trust £100.

Citizens Advice Bureau £50.

Mary Tavy Pre-School £50.

Clerk had already advised Mary Tavy & Brentor Primary School PTFA that their application had been unsuccessful and no further communication had been received.

Application from Ring & Ride was unsuccessful. Clerk to advise Ring & Ride of Council's decision.

**CLERK**

d) Draft budget/precept. After discussion it was **AGREED** to adopt the proposed figure of £11570.00.

### 8527 CORRESPONDENCE

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

a) For action/decision

Letter from West Devon County Council re Mayoral Awards. Council had no nominations but as nominations can be received from anyone Cllr Drury will advertise on village website and Clerk will submit to Brentor News.

**JD  
CLERK**

Membership renewal for Society of Local Council Clerks had already been agreed under finance.

Invoice from Chilcotts Solicitors re Deeds Custody fee already agreed under finance.

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Emails From TASS, no further action- forwarded for inclusion in the Brentor News.

b) For information only

Letter from Lloyds Bank plc advising the business is being transferred to a new owner Lloyds TSB Scotland plc on 5 March 2013.

Information from HM Revenue and Customs on changes to PAYE from April 2013.

“Junk Mail”, Devon Community Recycling and Community Composting Network News.

Dartmoor Hill Farm Project Winter 2012 Newsletter.

Update on Electoral Register.

Letter and booklet from South West Water – 25 year Future Outlook.

### **8528 MINOR ITEMS**

Council **AGREED** to approve an extra 6 hours payment to the Clerk during February to cover attendance at New Clerk’s Training course.

Devon Association of Local Councils had sent a questionnaire on Council tax support. Clerk to fill out and return.

**CLERK**

### **8529 ITEMS FOR THE NEXT AGENDA**

Those carried forward.

**8530 DATE AND TIME OF NEXT MEETING** Monday 18th March, 7.30pm, Brentor Village Hall.

**8531 CLOSE** The meeting was formally closed at 8.35 pm.