

## DRAFT

Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall  
on **MONDAY 15<sup>th</sup> July 2013** at **7.30pm**

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

**In Attendance:** Cllr T Pearce (TP), Mrs K Palfrey (Parish Clerk), 2 Members of the Public

### **Public Question Time:**

Cllr T Pearce queried the position of Brentor Parish Council regarding the issue of Affordable Housing as stated in the minutes of 20<sup>th</sup> May 2013 and which appeared to be contradicted in the letter sent to Devon Rural Housing Partnership in response to their call for sites. The Chair clarified that Brentor Parish Council was aware that Dartmoor National Park had identified Brentor as a suitable site for Affordable Housing but an incorrect assumption had been made that it knew the pre-application discussions between two owners and Dartmoor National Park Authority.

**8570** **APOLOGIES FOR ABSENCE** were received from Cllr L Hill, Cllr J Burrows & Cllr S Burrows.

### **8571** **CO-OPTION OF NEW COUNCILLOR**

There were two candidates for co-option who gave in turn a short presentation. A vote was taken and Jonathan Adams declared co-opted. Cllr Adams duly signed the Acceptance of Office and was given the Register of Interest forms to return to West Devon Borough Council.

JA

### **8572** **DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST**

None

### **8573** **APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 20<sup>th</sup> May 2013**

It was **AGREED** that the Minutes of this meetings be adopted subject to an amendment to Minute No 8564, where it was noted the correct amount paid by cheque No 000419 was £144.00. The cashbook and bank reconciliation had recorded the correct amount.

### **8574** **MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA**

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

Cllr Beavon had written a letter of thanks to Cllr Friend.

Cllr Drury reported no progress as yet on letter to MP Geoffrey Cox.

JD

Cllr Beavon reported the cemetery maintenance was happening according to the plan and schedule.

Cllr Beavon reported no further meetings of the Dartmoor National Park Forum since the last Brentor Parish Council Meeting.

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

Cllr Drury gave a report on the last Southern Link meeting and TAP fund. There is an initiative called the Community Payback Project where people on probation are asked to put something back into the Community. There is a charge of £150 a day for the

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Supervisor's time and some restrictions such as it must not take away work from other contractors. However the Parish Council was asked to consider if this scheme could be used to benefit the village. It was **AGREED** that Cllrs attending meetings of other organisations would pass on the information. The 2013-2014 TAP fund allocation had been finalised with slightly amended rules. The Council noted this as a potential source of funding for any forthcoming projects. Cllr Drury had brought to the attention of the Southern Link members that he disagreed with the position that the provision of extra grit bins did not fit the criteria for TAP funding.

Cllr Drury reported that Cllr John Burrows is now going to be the Parish Council point of contact for the Parish Lengthsman.

### 8575 **REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES** None

### 8576 **PLANNING MATTERS**

a) The following planning applications had been received:

#### BPC Comment

DNPA 0353/13	Proposed decking to front of house with glass infill panels and handrails at Torfield, Lydford, Okehampton, EX20 4BW	Support
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b) The following planning decisions had been received:

WDBC 00314/2013	Conditional consent for householder application for proposed extension to dwelling including demolition of barn and change of use of land to domestic at Lipscliffe, Liddaton, Coryton, EX20 4AB
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c) The following planning application for a certificate of existing lawful use was pending:

WDBC 00517/2013	Certificate of lawfulness to establish that planning permission has been implemented in line with application 00260/2010 Bryher, Brentor, PL19 0NQ
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### 8577 **IMPROVING BROADBAND**

Cllr Beavon reported that an acknowledgement of the application had been received but there was no further progress.

Cllr Pearce reported that the Mary Tavy exchange is due to be upgraded. A discussion ensued over the various options offered in the initial stages and Cllr Beavon confirmed that Brentor wished to work with Connecting Devon & Somerset.

### 8578 **BRENTOR TO TAVISTOCK CYCLE ROUTE**

Nothing further to report at present.

### 8579 **DNPA AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT CONSULTATION**

The Council had received a letter from Dan Janota, Forward Planner at Dartmoor National Park Authority informing them that work had started on the above document and welcoming comments by 17<sup>th</sup> June 2013. Although an extension had been requested in order for Council to consider their response at the next full Council meeting (15<sup>th</sup> July 2013) this was refused. Accordingly some Councillors had met to

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produce a draft response to meet the deadline. Council **AGREED** to endorse the draft response. Clerk to inform DNPA of their decision.

CLERK

### 8580 DEVON RURAL HOUSING PARTNERSHIP - A CALL FOR SITES

The Council had received a letter from Devon Rural Housing Partnership asking the Council to be involved in a call for sites process. Whilst the Council was aware that Dartmoor National Park had identified Brentor as a potential site for Affordable Housing it was not aware that two landowners were in pre-application discussions, as was assumed by Devon Rural Housing Partnership. The Council had responded asking for further information and clarification and had received a reply. After discussion it was **AGREED** that the Council wished to be involved as for the first time a role had been identified for the Council in the process and to ensure any scheme would be beneficial to the Parish.

Clerk to write to Devon Rural Housing Partnership with this decision.

CLERK

### 8581 CLERK'S CONTRACT

It was **AGREED** to increase the contracted hours by 5 hours per calendar month.

### 8582 GENERAL FINANCE

a)The Clerk had previously shown the Chair a bank reconciliation and cashflow sheet together with the latest bank statement dated 2<sup>nd</sup> July 2013.

1. Receipts (£) since the last meeting:

<b>Main A/c</b>	None
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2. It was **RESOLVED** to approve the following payments made since the last meeting:

Clerk	May 2013	£171.00	s/o	Clerks Salary Mth 2
GBS	June 2013	£1600.46	DD	Public Works Loan
A Phillips	June 2013	£294.00	000428	Cemetery Maintenance
Clerk	June 2013	£171.00	s/o	Clerk Salary Mth 3

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

<u>Payee</u>	<u>Payee Ref</u>	<u>Gross £</u>	<u>VAT£</u>	<u>Council Ref</u>	<u>Reason</u>
K Abraham	July 2013	£90.00		000429	Internal Audit
Clerk	July 2013	£62.05		000430	Clerk's Expenses May & June 2013

4. It was **RESOLVED** to approve and sign the cashflow as at 02 07 2013

5. It was **RESOLVED** to approve and sign the Bank Reconciliation as at 02 07 2013.

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b) The Internal Audit had been passed and Council noted the report. In particular the recommendation to review the payment made for bus shelter maintenance, in view of new HMRC rules requiring an invoice, public liability insurance and evidence of other customers.

c) It was **RESOLVED** that Cllr Adams would replace Cllr Friend as signatory on the Brentor Parish Council Bank Account. The appropriate form was provided to Cllr Adams for completion. Clerk to collect and return to Bank.

JA/  
CLERK

### 8583 **CORRESPONDENCE**

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

a) For action/decision

None

b) For information only

Thank you letters for donations from Citizens Advice Bureau and Mary Tavy and Brentor Under Fives.

Information from Lloyds on name change to TSB – Clerk has ascertained from Tavistock Branch that there will be no change in terms and conditions for Brentor Parish Council bank account.

Updated list of alterations to the Electoral Register.

### 8584 **MINOR ITEMS**

Cllr Pearce reported that the new enforcement officer was considering matters at the Brentor Inn.

The Clerk requested annual leave from 22<sup>nd</sup>- 26<sup>th</sup> July 2013 which was AGREED.

### 8585 **ITEMS FOR THE NEXT AGENDA**

Those carried forward

### 8586 **DATE AND TIME OF NEXT MEETING**

Monday 16<sup>th</sup> September, 7.30pm, Brentor Village Hall

8587 **CLOSE** The meeting was formally closed at 9.00pm.