

DRAFT

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

Present: Cllr T Beavon (Chair), Cllr J Drury (JD), Cllr A Frankland (AF),
Cllr J Burrows (JB), Cllr J Adams (JA)

In Attendance: Cllr T Pearce (TP), Mrs K Palfrey (Parish Clerk), 1 Member of the Public

Public Question Time:

The Parishioner present asked for an assurance that the Housing Survey would be redone by an independent body as he felt the original survey was biased and flawed. The Chair responded that Brentor Parish Council would ask DNPA and CCD that if the survey is to be refreshed it be carried out in a way which ensures openness and transparency. The Chair had been approached by a Parishioner regarding edging stones on the stream running alongside the road between the war memorial and church which had been referred to the Highways Officer who would be taking any necessary action.

The Chair had also been asked to investigate whether the bus route would be continuing through Brentor and Lydford. It was agreed the Clerk would contact DCC to confirm this.

CLERK

8647 APOLOGIES FOR ABSENCE were received from Cllr E Hill and Cllr S Burrows

8648 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST None

8649 APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 24th February 2014
It was **AGREED** that the Minutes of this meetings be adopted.

8650 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA
Members **NOTED** the action tracked circulated with the agenda.

Cllr Drury had sent an email to Cllrs Sanders and Ball on 5th March regarding the damage to salt bags on the moor. It was disappointing that no response had as yet been received.

Cllr Frankland reported nothing further at present on the Brentor to Tavistock Cycle Route.

There had not been another meeting of the Dartmoor National Park Forum since the last update.

Cllr Drury reported on the Southern Link meeting. Agenda items 7 & 8 cover TAP fund applications for Broadband Wi Fi in Village Halls and Archiving Scanners. Two further TAP fund applications had been passed, Defibrillators and School Pastors. Cllr Drury had raised some concerns over the latter proposal. Cllr Pearce reported that other members had raised concerns over this proposal which had still to be passed by DCC.

Cllr Beavon reported that a negative response had been received from Cllr Ball regarding DCC ownership of the Wheelwright Stone verge. As it is likely the verge is owned by Mr Cunningham, it was **AGREED** to contact Mr Cunningham for an estimate only, not agreeing payment, of the legal bill for establishing ownership

JD

8651 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES None

8652 PLANNING MATTERS

a) The following planning applications had been received:

BPC Comment

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| | | |
|-----------------|---|---------------|
| DNPA 0128/14 | Proposed single storey extension to dwelling at Broadmead Cottage, Brentor | No objections |
| DNPA 0146/14 | Proposed alteration to existing permission 0295/10 with additional extension and conservatory at Brinsabach Bungalow, Brentor | No objections |

b) The following planning decisions had been received:

| | |
|-----------------|--|
| DNPA 0569/13 | Mr D Lovell, 3 The Court, West Blackdown, Brentor, Tavistock, PL19 ONB. Grant of conditional planning permission alteration and extension to existing agricultural building. |
| DNPA 14/005 | Proposed Tree Works Christ Church. DNPA has not protected the tree with a Tree Preservation Order. |
| DNPA 14/006 | Proposed Tree Works Laurel Cottage. DNPA has not protected the tree with a Tree Preservation Order. |

c) For information only

| | |
|-------------------|--|
| DNPA 27/12/3/4 | Mr A Johnson, Broadmead, Brentor, PL19 OLS. Tree Felling in Brentor Conservation area. |
|-------------------|--|

8653 TAP fund application for archiving scanner

It was **AGREED** to support this application.

8654 West Devon Village Hall Wi-Fi Broadband

Cllr Drury reported that TAP funding had been passed for this initiative at the last Southern Link meeting. Brentor will get this free for the first 12 months, estimated cost per year £300 in subsequent years. Cllr Drury is the named representative for Brentor Parish Council and will put an article in the Brentor News.

JD

8655 Bus Shelter and Litter Bin

Further to the requirement from the internal auditor that an invoice should be requested, Mrs Clarke had decided to stop providing this service. The Clerk had contacted West Devon Borough Council and was awaiting reply as to responsibility for emptying the litter bin. The cost for WDBC to empty was quoted as £1.00 per empty. It was **AGREED** that this was a cost the Council was prepared to pay should responsibility be proven. Clerk to follow up with WDBC.

CLERK

8656 Clerk Vacancy

The Clerk's last working day is 21st March. Interviews for the new Clerk are scheduled for 18th March. SLCC provide a locum service if required in the interim. Cllr Drury proposed a vote of thanks to the current Clerk Mrs K Palfrey which was endorsed.

8657 Affordable Housing

The informal drop in session had taken place earlier in the day. Cllrs Tim Beavon, John Drury and John Burrows had been in attendance with Officers from DNPA, WDBC and CCD and Cllr Terry Pearce. It had been well attended and the second, more formal consultation session is provisionally scheduled for 12th May 7.30pm in the Village Hall pending final confirmation from Dan Janota of DNPA. The ensuing report will then be considered at the next full Council meeting on 19th May.

The Housing Needs Survey and responses were questioned at the last meeting, both had now been received from CCD and it was **AGREED** to publish on the website and in the Brentor News.

CLERK
TB

8659 GENERAL FINANCE

DRAFT

The Clerk had previously shown the Chair a bank reconciliation and cashflow sheet together with the latest bank statement dated 3rd March 2013.

1. Receipts (£) since the last meeting: None
2. It was **RESOLVED** to approve the following payments made since the last meeting:

| | | | | |
|--------------|----------|---------|--------|----------------------|
| Clerk Salary | Jan 2014 | £216.00 | s/o | Clerk Salary Mth 10 |
| Clerk Salary | Feb 2014 | £216.00 | s/o | Clerk Salary Mth 11 |
| A Phillips | Feb 2014 | £240.00 | 000444 | Cemetery Maintenance |
| Tavy Times | Mar 2014 | £112.86 | 000445 | Vacancy Advert |

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

| <u>Payee</u> | <u>Payee Ref</u> | <u>Gross £</u> | <u>Council Ref</u> | <u>Reason</u> |
|--------------|------------------|----------------|--------------------|----------------------------|
| K Palfrey | Mar 2014 | £127.95 | 000446 | Jan/Feb/Mar Admin expenses |

4. It was RESOLVED to approve and sign the cashflow as at 3rd March 2014.
5. It was RESOLVED to approve and sign the Bank Reconciliation as at 3rd March 2014.

8660 Auditor Appointment

Following dispensing with the services of Ken Abraham, Cllr Pearce provided information on the Auditor for Mary Tavy Parish Council, Mrs Jane Williams. It was **AGREED** to engage her for the internal audit. Clerk to arrange.

CLERK

8661 CORRESPONDENCE

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

- a) For action/decision
Letter from Parishioner re Affordable Housing. Scanned and emailed to Councillors Programme and booking form for Councillor Development and Training. Cllrs to notify clerk should they wish to undertake any training.
- b) For information only
New Register of Electors.

**ALL
CLLRS**

8662 MINOR ITEMS

Cllr Drury reported a representative from the Strategic Planning Community Development had attended the last Southern Link meeting regarding speed limits. It was **AGREED** to follow this up.

JD

8663 DATE AND TIME OF NEXT MEETING Monday 19th May 2014, 7.30pm, Brentor Village Hall

8664 CLOSE The meeting was formally closed at 8.25pm.