

DRAFT

Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall
on **MONDAY the 14TH NOVEMBER 2011 at 7.30pm**

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

In Attendance: Mrs D Ashton (Parish Clerk), Mr Rob Taylor (DNPA Ranger), Cllr Christine Marsh (DCC)
Cllr Terry Pearce (WDBC) Mr Andrew Stone (Brentor Inn), Mr Rick Blower (Brentor News)
Mr Mike Whitfield (for Wheelwright's Stone item),

Public Question Time:

Mr Andrew Stone (owner of Brentor Inn) was concerned that Parish Council minutes had reported as fact allegations that had been discussed by the Council. Mr Stone was concerned that the comments were not only incorrect but mis-informing parishioners. Mr Stone was disappointed that the Parish Council had not contacted him directly in the past to seek an update on the progress of the pub before making such comments in a public meeting as recorded in the minutes:

- Full planning permission has been granted to undertake the works they have done.
- The works have not contravened that permission and no enforcement notice has ever been issued.
- The siting of the static home is not in contravention of planning regulations.
- The car park is not being used as a builder's yard.
- Commercial and domestic rates are being paid on the premises.
- It is the intention to open the pub in approx. 2 years time.

Mr Stone hoped that following this update, the Parish council would take the opportunity to maintain a direct dialogue with him.

Cllr Beavon thanked Mr Stone for taking time to attend the meeting and respond to the Parish Council's comments. It was agreed that any such future comments would be reported as allegations unless proven to be factual. The Parish Council would be most keen to maintain a dialogue with him in order to be properly updated on the pub's progress. Members asked if Mr Stone could write an update for the Brentor News as the progress of the pub was a subject of great interest for parishioners.

Mr Rob Taylor (DNPA Ranger for this area) was attending to introduce himself to the new Council, explain about his role and update Members on DNPA matters. Mr Taylor has been a DNPA Ranger for 8 years and was previously a National Trust Ranger. The role of the DNPA Ranger includes Public Right of Way (PRoW) management, field furniture maintenance and liaising with the public and communities. DNPA is currently looking at ways to reduce its budget due to the austerity cuts from government and is undergoing restructuring which will see some staff leaving in March 2012. The cuts may also mean the level of PRoW management by DNPA being reduced and there more community engagement to help maintain the PRoW.

Cllr Drury asked if there was any news on the sale of the land at Mary Tavy. Mr Taylor advised that approx. 30 lots of varying size were for sale and were currently in the process of being sold at different intervals. He has had many enquiries from potential buyers seeking more information on the plots. Many of them are from out of the area and interested in residential development. Mr Taylor has had to advise them that the land is located in DNPA and there are tight restrictions placed on such land i.e. land cannot be developed in this way.

Cllr Friend sought advice on members of the public using a PRoW through private property being attacked by a residing dog(s). Mr Taylor has received several complaints from members of the public using footpaths in his area and has now consulted the police. The Police advised that the dogs are being territorial rather than aggressive. Property owners are being asked to keep dogs under control and should the level of complaints increase, the Police will be asked to take action.

Mr Whitfield wished to address Council under the Wheelwright's stone item - **AGREED.**

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8336. **APOLOGIES FOR ABSENCE** were received from Cllr S Burrows.

8337. **DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST** The Clerk advised that a planning application had been received since publication of the agenda - DNPA 0569/11. Cllr Hill declared a prejudicial interest in this application.

8338. **MINUTES** It was **AGREED** that the Minutes of the meeting held on 14th Sept 2011 be adopted.

8339. **MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA**
Members **NOTED** the action tracked circulated with the agenda.

8340. **REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES**
Cllr Friend had attended the Southern Parishes Link Committee (SPLC) at WDBC on 22nd Sept 2011 and reported that the meeting had been dominated by Tavistock Town Council with matters concerning the town. There had been little time to discuss matters relating the smaller rural communities. SPLC has advised that it will try and ensure a fairer distribution of time for all types of communities represented at the meeting.

The Clerk had distributed the minutes of this meeting to Members with the agenda - **NOTED**. The Parish Council will monitor the progress of the Devon and Somerset superfast broadband project.

8341. **PLANNING MATTERS**

a) The following planning applications had been received:

DNPA BB/GT/27/12/3/11/19	Tree works application to reduce height of a Beech by 2m, reduce long extended branches of an Ash by 2m and reduce low lateral branches of a Sycamore by 2m in Brentor Conservation Area at Whispering Winds, Darke Lane, Brentor, PL19 0LS by Miss Briggs	SUPPORT
DNPA 0569/11 <i>Cllr Hill left the meeting during consideration of this application.</i>	Construction of outdoor ménage (20m x 30m) and adjoining field sheleter at Down Park Cottage, West Blackdown, PL19 0NB by Mr J Kuipers	SUPPORT subject to proper provision adequate surface water drainage

DNPA 0569/11 had been received just prior to the meeting. The agenda stated the Parish Council will consider at the meeting applications received after its publication.

As Cllr Marsh could only attend for the first part of the meeting, it was **AGREED** to bring forward items relating to DCC.

8342. **EMERGENCY PLANNING - DCC SNOW WARDEN SCHEME**

Information on the scheme had been distributed to Members with the agenda. The scheme is for parishes to create a self-help plan to help keep the community mobile during periods of heavy snowfall. It would involve Council receiving free from DCC approx. 4 tonnes of salt (in 25kg bags) or 5 tonnes in dumpy bags, and nominating a Member to be the parish Snow Warden. The Snow Warden would undergo training by DCC and be expected to recruit/train local volunteers and coordinate the distribution of salt. Cllr Marsh explained that DCC will still be salting primary/secondary routes, filling salt bins (each holding 1/3 tonne) and dropping off bags of salt to help assist with keeping secondary routes clear.

It was **AGREED** for:

- The Parish Council to sign-up to the scheme
- Cllr Drury to be the Snow Warden.
- To go for the option of 4 tonnes of salt in 25kg bags (easier to distribute/store and salt will not leach into ground).
- An article to be submitted for next Brentor News asking for volunteers.

**Clerk
JD
All**

The Clerk advised that a location for the salt was required before a delivery could be arranged. All Members to make enquiries and then advise Cllr Drury.

8343. NORTH BRENTOR MAIN ROAD - SPEED LIMIT

A response from DCC Highways to the Parish Council’s enquiries had been received following Cllr Marsh bringing the matter to the attention of the relevant officers - distributed with the agenda to all Members:

‘DCC will support 30mph limit in communities. Communities are built up areas defined as having a minimum length along the road of 600m. A minimum of 20 houses directly fronting the highway and a minimum density of 3 frontages per 100m. Essentially the area should be obvious to the motorist as a built up residential community. The same criteria will apply when considering a reduction in limit from 40mph to 30mph.

Outside of communities, the national speed limit is the norm. 40mph or 50mph limits will only be considered in exceptional circumstances. For example, where there is a speed related casualty problem that can be influenced by reducing the speed. Or where a transitional limit is sensible between closely spaced communities.’

The Clerk had sought further clarification on the above after the September meeting but no response had yet been received. Cllr Marsh will chase-up a reply.

Members were concerned that it will take a fatality on the North Brentor section of the Tavistock/Lydford road before any action will be taken to reduce the speed limit. To answer Members concerns, it was **AGREED** to invite a DCC Highways Officer to the next future meeting - Cllr Marsh to arrange.

8344. PLANNING MATTERS (cont...)

b) The following planning decision notices were **NOTED**:

		<u>WDBC</u> <u>Decision</u>	<u>BPC</u> <u>Comment</u>
DNPA 0379/11	Erection of a summerhouse at Hawthorns, West Blackdown, PL19 0NB by Mr Higgs	CONSENT	None
DNPA 0396/11	Installation of a Smart Power Secret Energy Clock Tower wind turbine at Stablelights, Bonnaford, Brentor, PL19 0LX	CONSENT	None

c) Cllr Beavon gave an update on the affordable housing drop-in event held at the village hall on 10th November. Approx. 50 parishioners had attended to have their questions answered by officers from DNPA, WDBC and Devon Rural Housing Partnership. Officers had reported that pertinent questions had been asked and that there had been a degree of misunderstanding about the survey and affordable housing which they were able to clarify. It was felt by all involved that the event and its format had been positively received by the parish. Cllr Beavon to submit an article on the event to the Brentor News.

TB

As any development would be scrutinised by DNPA, it was **AGREED** that there is nothing more the Parish Council can do or discuss until such time a proposal is received.

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- d) WDBC DRAFT Affordable Housing Code of Practice - public consultation until 16th Dec. Not relevant as affordable housing comes under the remit of DNPA in this parish.
- e) WDBC - Invitation to participate in community design projects for Tavistock and Okehampton developments following adoption of Core Strategy. The Parish Council is interested in some aspects of this as it may affect parishioners e.g. employment, retail and leisure facilities. Cllr Beavon to monitor and keep Members informed.
- f) The item relating to Brentor Inn had been covered at public question time.

TB

8345. BOUNDARY COMMISSION: PARLIAMENTARY CONSTITUENCIES REVIEW IN ENGLAND

There is a public consultation until 5th Dec. A Parish Council comment would not be submitted but parishioners are encouraged to participate. An article had been published in the recent Brentor News, on the website and notices placed on both noticeboards.

8346. WDBC DRAFT STATEMENT OF COMMUNITY INVOLVEMENT

No Parish Council comment to be submitted - **NOTED**.

8347. WDBC - ANALYSIS OF LOCAL SERVICES FOR POTENTIAL DEVOLUTION TO PARISH COUNCILS

WDBC had issued a table of services for Parish Councils to consider taking on or for assessment on how services are provided (distributed to Members with agenda). Members felt it was difficult to comment as no further information was given with the table.

Cllr Pearce advised that the list was mainly directed at Town Councils though some Parish Council's are looking to link together to provide services for their area. The services on the list are items that may be devolved under Localism and following budget cuts at WDBC and DCC.

Cllr Pearce informed Members that there is a WDBC budget consultation on 28th Nov for Parish Councils to discover what funding is to be cut to WDBC. Parish Councils would be able to put forward ideas on how monies could be saved. Cllr Beavon to attend.

TB

8348. PUBLIC TOILETS AT CHURCH TOR

A response had been received to the Parish Council's request for answers to the points raised at the June meeting. A breakdown of the running costs had been included but WDBC was unable to comment at this time on the charging pilot scheme in Princetown. Members felt this response still did not address those points made about the toilets servicing an attraction that has thousands of visiting tourists each year - Clerk to chase-up WDBC again.

Clerk

The Clerk advised that should the Parish Council decide to contribute to this for this financial year, the Parish Council only had approx. £200 available. This along with the sum pledged by the PCC would be enough to cover the contribution required.

It was **AGREED** for:

- For the Clerk to try and determine the number of visitors to the church each year.
- That there is no allowance in this year's budget but it will be included in the consideration of next year's budget.
- To ask WDBC what money-saving measures they have taken to reduce the associated running costs of the toilets and will they consider implementing some such as installing movement-sensor lights instead of keeping the lights on all the time.
- To ask WDBC to consider introducing a charging scheme for the toilets sooner rather than later.

Clerk

8349. WHEELWRIGHT'S STONE

No response had been received from Mr and Mrs Pancheri to the Parish Council's last letter. Mr Cunningham had replied to the Parish Council's request but is unable to do prove ownership of the land at this time due to the cost involved.

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Mr Whitfield distributed copies of a document to Members outlining practical proposals for the future of the stone. Mr Whitfield explained that it was assumed that all interested parties agreed with the following:

- The stone is the most important artefact in the parish and epitomises the quality of craftsmanship practised in Burn Lane in the 19th and 20th centuries.
- The stone should be safeguarded while being on view in the environment within which it was used.

Mr Whitfield's document proposed the following:

- That the services of an industrial archaeologist are used to examine the site to assess the practical evidence concerning the used of the stone and to investigate the provenance of the other larger stone on the verge.
- Taking a joint approach on how to secure the stone including seeking advice from DNPA and local builders on ways to secure the stone if it is returned to its original position. This could include a comparison of the measure required to secure the stone against 'The Smithy'.
- Re-instatement of the stone in stages and that a feature could be made of both stones on Burn Lane with an interpretation board.

Members discussed that the above would require funding and that Mr and Mrs Pancheri would be expected to contribute. Mr Whitfield kindly offered to contribute too.

Mr Whitfield suggested meeting with Mr and Mrs Pancheri in person to discuss the above.

It was **AGREED** for the Parish Council to adopt Mr Whitfield's proposals and for Cllr Hill and Mr Whitfield to arrange to meet with Mr and Mrs Pancheri.

LH

8350. CEMETERY

- a) The advert for the grass-cutting/grounds maintenance tender will be placed in December edition of Brentor News. The Clerk distributed to Members a draft ad, schedule of works and information for contractor - it was **AGREED** to approve these.
- b) The Clerk had not yet been able to establish ownership of the Beech tree boundary 'hedge'. Agenda item for next meeting.

8351. DRAFT STANDING ORDERS AND FINANCIAL REGULATIONS Yet to be completed.

8352. QUEEN'S DIAMOND JUBILEE

The Clerk asked what Council wished to do with regard to this event. The Parish Council to establish whether the VHPF Committee will be organising an event before further discussion on the matter. Cllr Hill to raise this at the next VHPF meeting.

LH

8353. GENERAL FINANCE

The Clerk distributed to Members a finance report, bank reconciliation and cashflow sheet based on most recent printout of account activity - **NOTED**. The Chair had checked the bank statements prior to the meeting and signed the bank reconciliation during the meeting.

DRAFT

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	Oct 2011	138.33	-	s/o	Clerk's salary Mth 7
D Ashton	Nov 2011	138.33	-	s/o	Clerk's salary Mth 8
D Ashton	Oct 2011	44.02	-	000384	Clerk's admin expenses
Total		320.68	-		

Cemetery A/c:

<u>Payee</u>	<u>Payee Ref</u>	<u>Gross £</u>	<u>VAT £</u>	<u>Council Ref</u>	<u>Reason</u>
T Liversidge	13/09/2011	38.00	-	000087	Cemetery grass-cutting
T Liversidge	26/09/2011	38.00	-	000087	Cemetery grass-cutting
T Liversidge	10/10/2011	38.00	-	000087	Cemetery grass-cutting
T Liversidge	81	77.00	-	000087	Cemetery grass-cutting
Total		191.00			

It was also **AGREED** to approve a donation of £40 to the Royal British Legion for the Parish Council's poppy wreath laid by the Chair at the war memorial on Remembrance Sunday.

Clerk

b) The Parish Council's Internal Auditor had written to advise that current five year contract had expired following submission of the 2010-2011 Annual Return and asked if the Parish Council wished to renew the contract. The Clerk advised that the current service had been satisfactory and that there are few internal audit service providers. It was **AGREED** to renew the five year contract and for the Clerk to sign the contract on behalf of Council.

All

c) The Clerk had prepared and issued to all Members draft budget information for financial year 2012-2013. The Clerk asked Members to carefully read the information in preparation for discussion and final decision at the 16th January 2012 meeting. The precept application deadline was 27th January 2012.

8354. CORRESPONDANCE

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

8355. MINOR ITEMS

Cllr Frankland reported a large patch of Japanese Knotweed on the South Brentor road. Clerk to report to DCC.

Clerk

8356. ITEMS FOR THE NEXT AGENDA None

8357. DATE AND TIME OF NEXT MEETING

Monday 21st November 2011, 6.30pm, Brentor Village Hall (Extra meeting to discuss Clerk's Vacancy)
Monday 16th January 2012, 7.30pm, Brentor Village Hall

8358. CLOSE The meeting was formally closed at 9.35pm.