

DRAFT

Minutes of the Annual Parish Council Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall on **MONDAY 20th May 2013** at 7.30pm

Present: T Beavon (Chair), L Hill (Vice-Chair),
A Frankland (AF), J Burrows (JB), S Burrows (SB)

In Attendance: Cllr Kevin Ball (KB), Mrs K Palfrey (Parish Clerk), 1 Member of the Public

Public Question Time:

Cllr Kevin Ball formally introduced himself as newly elected County Councillor. He explained that Brentor Parish Council meetings clashed with other commitments but he would try and attend periodically and if requested to do so.

A member of the public asked what the Council's position is on the issue of Affordable Housing and stated he would like an open discussion between parishioners, the Council and other agencies as he felt there was a local need for Affordable Housing which the Council was ignoring. The Chair (TB) responded that the Dartmoor National Park Framework has already identified Brentor as an appropriate site for Affordable Housing, that developers/landowners had put forward two sites as suitable for affordable housing and, a proposal that met with DNPA policies was likely to gain planning consent. The Council is keen to deal with all developers/landowners even handedly. The Council had not ignored the issue, having arranged an information evening on affordable housing in 2011 and had attended the presentation on affordable housing made by Bibio, a developer. The Council's view was that until there is a definite proposal there is nothing further to discuss. Cllr Frankland stated her intention to meet with Alex Rehaag, Strategy & Enabling Officer at WDBC and would report back after that meeting.

8549 **APOLOGIES FOR ABSENCE** were received from Cllr J Drury and Cllr T Pearce

8550 **TO ELECT A CHAIR AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Hill seconded by Cllr S Burrows, proposed that Cllr Beavon be appointed Chair for the ensuing year. It was then unanimously **AGREED** that Cllr Beavon be appointed Chair for the ensuing year. Cllr Beavon duly signed the Declaration of Acceptance of Office.

8551 **TO ELECT A VICE-CHAIR AND SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Beavon seconded by Cllr J Burrows, proposed that Cllr Hill be appointed Vice-Chair for the ensuing year. It was then unanimously **AGREED** that Cllr Hill be appointed Vice-Chair for the ensuing year. Cllr Hill duly signed the Declaration of Acceptance of Office.

8552 **DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST** None

8553 **TO APPOINT MEMBERS TO SERVE ON COMMITTEES**

Planning Committee - Cllrs J Burrows, S Burrows, J Drury, A Frankland, L Hill
A Cemetery Committee was deemed unnecessary

8554 **TO APPOINT MEMBERS TO SERVE AS COUNCIL REPRESENTATIVES TO OTHER ORGANISATIONS**

Southern Parishes Link Committee – Cllr Drury
Village Hall & Playing Field Committee- Cllr Hill
Brentor Commons Association – Cllr Beavon
Brentor Community Trust – Cllr Drury
DNPA Forum – Cllr Beavon, Cllr Hill
Emergency Co-ordinator – Cllr S Burrows
Snow Warden – Cllr Drury

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8555 APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 18th March 2013

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

8556 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 nothing further to report on DNPA Forum until after the next meeting.

Cllr Hill reported no further progress on Wheelwright's Stone.

In Cllr Drury's absence there was nothing to report on Southern Link Committee. Cllr Beavon explained to Cllr Ball that the County Council had vetoed extra salt bins in place of salt bags through the TAP fund, Cllr Ball agreed to follow it up.

KB

8557 FEEDBACK FROM ANNUAL PARISH MEETING

All Councillors agreed that combining with the Village Hall Coffee Morning had been a success and should be continued next year.

8558 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES

Nothing to report

8559 CO-OPTION OF NEW COUNCILLOR AND VOTE OF THANKS TO COUNCILLOR FRIEND

Councillor Friend had resigned after many years of service to Brentor Parish Council. The vacancy had been advertised but no nominations had been received. The Clerk advised that the Council should now co-opt a new Councillor if possible. It was **AGREED** that Councillors would be proactive in approaching any parishioners who might be interested and that the Clerk would place an advertisement in the Brentor News, on the Brentor Village Website and village notice boards.

ALL
CLERK

It was **AGREED** the Chair would write a letter of thanks to Councillor Friend for his valuable contribution over the years to Brentor Parish Council.

TB

8560 BRENTOR CEMETERY MAINTENANCE

Cllr Beavon reported that the planned maintenance was ongoing and progress was being made on the information panel.

8561 IMPROVING BROADBAND

Cllr Beavon reported the deadline for submitting an expression of interest to was 24th May 2013. Cllr Pearce had previously expressed concern about possible conflict with the DNP proposal, however Cllr Beavon had spoken to DNP who did not foresee any conflict issues. All Councillors had received the draft proposal for consideration prior to the meeting and it was **AGREED** that Cllr Beavon should submit this.

TB

8562 BRENTOR TO TAVISTOCK CYCLE ROUTE

Cllr Beavon reported this was ongoing, the group were engaged in discussion with landowners and waiting for planning applications from DNP.

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8563 PLANNING MATTERS

a) The following planning applications had been received:

BPC Comment

WDBC 00314/2013	Proposed Extension to Dwelling including demolition of Barn and change of use of land to domestic. Lipscliffe, Coryton, Okehampton, EX20 4AB	Support
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8564 GENERAL FINANCE

a) The Clerk had previously shown the Chair a bank reconciliation and cashflow sheet together with the latest bank statement dated 01 05 2013.

1. Receipts (£) since the last meeting:

Main A/c	April 2013	£5949.50	WDBC Precept
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2. It was **RESOLVED** to approve the following payments made since the last meeting:

Clerk	Mar 2013	£171.00	-	s/o	Clerk's Salary Mth 12
Clerk	Apr 2013	£171.00	-	s/o	Clerk's Salary Mth 1
DALC	Apr 2013	£90.64	-	000420	Annual Subscription
A Phillips	May 2013	£144.00	-	000419	Cemetery Maintenance

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>
N Squire	May 2013	£550.00		000421	Cemetery Hedge
Brentor VH&PF	May 2013	£500.00		000422	Grant
Brentor Community Trust	May 2013	£100.00		000423	Grant
Citizens Advice Bureau	May 2013	£50.00		000424	Grant
Mary Tavy & Brentor Under Fives	May 2013	£50.00		000425	Grant
K Palfrey	May 2013	£64.13		000426	Clerk's Expenses Mar & Apr 2013
Community First	May 2013	£191.25		000427	Insurance

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4. It was RESOLVED to approve and sign the cashflow as at 01 05 2013
 5. It was RESOLVED to approve and sign the Bank Reconciliation as at 01 05 2013
- b) I. It was **RESOLVED** to approve and sign the 2012-2013 Accounts and for them to be signed by the Chair and Clerk.
- II. It was **RESOLVED** to approve the supporting accounts notes and for them to be signed by the Chair and Clerk.
- III. It was **RESOLVED** to approve the bank reconciliation to be submitted with the Annual Return 2013 and for it to be signed by the Chair and Clerk.
- IV. It was **RESOLVED** to complete and approve sections 1 and 2 of the Annual Return 2013, and for them to be signed by the Chair and Clerk.

8565 **CORRESPONDENCE**

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

- a) For action/decision

A Survey had been received from *Moor than meets the eye* Project Manager at Dartmoor National Park. Council felt this was not relevant to the Parish Council. Clerk to inform DNP.

CLERK

Council noted the content of a letter handed to Cllr Hill from the owners of Beech Farm regarding the erection of a sign.

- b) For information only
Amendment to Electoral Register.

8566 **MINOR ITEMS** None

8567 **ITEMS FOR THE NEXT AGENDA**

Those carried forward
Public Toilets

8568 **DATE AND TIME OF NEXT MEETING** Monday 15th July, 7.30pm, Brentor Village Hall

8569 **CLOSE** The meeting was formally closed at 8.35pm.