

## DRAFT

Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall  
on **MONDAY 21<sup>st</sup> July 2014** at **7.30pm**

**Present:** Cllr T Beavon (Chair), Cllr S Burrows (Vice Chair), Cllr L Hill, Cllr J Drury, Cllr A Frankland,  
Cllr J Burrows, Cllr J Adams

**In Attendance:** Cllr T Pearce (TP), Mrs C Sellars (Parish Clerk), Members of the Public

**Public Question Time:** It was agreed that representations from parishioners regarding affordable housing would be heard after the agenda item on affordable housing.

A parishioner voiced his concern regarding the ongoing situation of the Wheelwrights Stone and reported he had received a letter from Jane Marchand, DNPA's archaeologist, in which she offered to attend a future Parish Council meeting to discuss the Wheelwright's stone. Cllr Beavon stated that this was an item listed on the agenda and would be discussed further at the appropriate time.

**8682** **APOLOGIES FOR ABSENCE** none received

**8683** **DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST** None

**8684** **APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON**

It was **AGREED** that item 8673 be amended to show:.

(para 2) ~~.....least popular~~ now to read ' impractical'.

(para 7) ~~....the result and therefore the scores to be fed back to DNPA.....~~ Now to read  
'The weighted preferences for each site to be fed back to DNPA total as follows:

Site 2 (War Memorial) 13

Site 3 (Shell Park) 10

Site 1 (Hammer Park) 9

Site 4 (Station Road) 7

Site 9 (Station View) 6

**8685** **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 the Boundary Commission had given a couple of days grace for responding to its proposed Boundary changes and that its draft report, whilst noting the community links between Brentor and Mary Tavy through the school, stated that this was outweighed by the requirement for electoral equality, It concluded that Brentor should be included in a new Bridestowe ward, even though there is no indication that electoral equality should take priority over community interest. All Cllrs agreed that Brentor had strong links with Mary Tavy through the school, shop and pubs and through shared infrastructure, notably for broadband. It was also agreed that Brentor looked to Tavistock for shopping, education, health care, leisure and other services whilst the remainder of the proposed new ward looked to Okehampton.

In addition currently approximately 75% of the Parish lives within the National Park. In the proposed ward only 3% of the population would live within DNPA. It was agreed that parishioners' interests would not be well served by incorporating Brentor in the Bridestowe ward.

Cllrs Frankland and Hill had both sent their comments individually to the Boundary Commission. Cllr Frankland had also approached Geoffrey Cox MP.

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Cllr Drury reported that at the last Southern Link meeting he had attended it had been suggested that we link forces with Lydford and produce a joint proposal. He will organize a meeting with Ruth Taynch. JD

Clerk to respond to the Boundary Commission with comments so far. CLERK

Cllr Drury reported that speed limits had been discussed at the last Southern Link meeting, proposals were being put forward and when a policy document had been passed by the cabinet we would have a chance to make representations then. In the meantime he had the details of Jim Morrison based in Exeter as a point of contact.

With reference to the Wheelwrights Stone, Jane Marchand from the National Park had offered to come to the next Parish Meeting to give the Parks views concerning ownership, placing of it etc. Cllr Drury will draft a letter inviting her to attend. It was also suggested that Mr and Mrs Pancheri also be invited to attend specifically to discuss this matter. JD  
CLERK

**8686**      **REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES** – Nothing to report.

**8687**      **PLANNING MATTERS**

a) For information only:

<b>DNPA 014/0021</b>	The National Park Authority has not protected trees at Broadmead Cottage with a Tree Preservation Order.
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**8688**      **CALLS FOR SITES, AFFORDABLE HOUSING UPDATE**

Cllr Beavon reported that DNPA had written to the owners of the 5 sites under consideration (numbers 1, 2, 3, 4, and 9) requesting additional information to allow the deliverability of affordable housing to be assessed. Information was requested on ownership, connection to services, any ecological or archaeological issues, expectation of plot sale price and any progress made in undertaking feasibility studies, initial drawings and discussions with a registered provider. The deadline for providing the information was set as 1 August 2014. It was expected that DNPA would present a report on the findings to the Parish Council for consideration at its September meeting. The template of the letter to landowners is available on the Brentor Village website.

**Parishioner representations:**

A note supported by residents of all the houses along the lane between the war memorial and playing field was presented to the Council. The key points from the note were:

1. The short list of sites agreed by the Council at its May meeting was considered reasonable.
2. The method and rationale for determining the hierarchy of sites within the list is completely unclear
3. The hierarchy needs to take into account environmental impact and practical factors
4. There was no agreement amongst the councillors regarding the hierarchy
5. Concern was expressed about increasing traffic along the lane
6. Concern was expressed that development along the lane would result in ribbon development and that the Devon hedges would be seriously affected
7. A request was made for a suitable independent expert to be appointed to report on the sites and provide clear and considered reasons for favouring each

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site more or less than others.

Cllr Frankland responded that the letter should be fed back to the DNPA as ultimately they are the ones making decisions, and with the authority to instruct other agencies to make comment.

Cllr S Burrows confirmed that the law requires planning matters to be dealt with in a particular way and agreed that DNPA would be the best ones to decide. It was explained that it is expected that the DNPA report to be considered at the September meeting would provide information on environmental constraints and on practical factors.

There was general concern from the public who attended that a decision based on the views of only 3 councillors had resulted in a decision being reached and they wanted clarification from the 3 councillors concerned as to how the decision was reached.

Cllr Frankland explained that legal advice had been taken and that the remaining 4 Cllrs had been advised to declare an interest in the subject and absent themselves from the room when the formal discussion was taking place.

A letter from Mr Spratt and Ms Chapman was read out by Cllr Beavon. The letter requested that answers to each question be recorded in the minutes. The letter requested:

1. The Councillors concerned provide reasons behind their individual first choice as recorded in producing the hierarchy of sites
2. The letter stated that sites 1 and 3 had previously been excluded from further consideration by the full parish council as they do not comply with DNPA policy DMD22. It was requested that Cllrs Drury and Frankland state their reasons for going against the previous decision of the Council and against policy DMD22

Cllr Beavon summarised DNPA policy DMD22 as permitting affordable housing on land within or adjoining the built area of the village. Cllr Beavon reported that the Parish Council had not excluded sites 1 and 3 from consideration. In responding to consultations on DNPA's Development Management Document the Council had expressed its support for the policies within it (September 2011) and that affordable housing in Brentor should be in accordance with DMD policies (May 2012). Cllr Beavon also stated that the Council's standing orders any question raised during a public participation session "shall not require a response or debate".

Cllr Drury read a prepared written response to the two points raised which is set out below:

*With reference to letter received from David Spratt and Christine Chapman dated 18<sup>th</sup> July 2014*

*Considerable time and effort has been put into the subject of affordable housing in Brentor since the formation of this existing Parish Council. This effort has been undertaken in the most open and democratic way deemed possible with formal and informal meetings arranged by the Parish Council including representatives from West Devon Borough Council, Community Council for Devon and the Dartmoor National Park Authority.*

*Parishioners have been given every opportunity to express their view via many and varied means including not least through ongoing Parish Council meetings, the parish*

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*Magazine, the Brentor Village Website and well publicised open drop in sessions which included representatives from the bodies mentioned above.*

*During one such drop in session I took considerable time to discuss each and every site with Mr Spratt and Mrs Chapman such that they were fully aware of what the greater considerations were regarding sites. These included economic and financial deliverability, environmental issues, time constraints and the site owners' prospects for engaging development partners for housing that would meet local needs and the wider aspect of being appropriate for energy conservation and such like. It is not appropriate that Councillors have to continually reinforce those elements ad infinitum. Council has met, proposals put forward and now it is in the hands of the wider authority of DNPA to make their recommendations subject to further information obtained from the site owners and their developers.*

*On the matter of DMD22 – this policy was fully adopted by DNPA in July 2013. The Parish Council has supported that process and as such that would include all the sites put forward at the meeting of 19<sup>th</sup> May 2014. The Brentor Parish Council supports an approach consistent with that plan and has not at any stage said it did not support it especially since the publication of the DNPA Supplementary Planning Document which was fully adopted in May 2014.*

*DNPA have never stated that sites 1, 2, or 3, are contrary to DMD22 although they do recognise there are certain aspects relative to location, built form, deliverability and suchlike that will form part of their judgement. There is clear reference to this consistency with policy in the site assessments.*

*It does not sit well with me in Mr Spratt's assertion that either Councillors Frankland and Drury, and one must assume by implication Councillor Hill, who is not mentioned in the letter of the 18<sup>th</sup> July, have not been transparent and open about their considerations and dealings with the subject of affordable housing call for sites.*

*Mr Spratt, formerly a Parish Councillor himself was removed from previous Council due to his lack of attendance whilst in tenure and it is rather insulting for him to quote the Members Code of Conduct to current Councillors who have taken considerable effort to bring this difficult issue to fruition.*

*John Drury  
Councillor – Brentor Parish Council  
21<sup>st</sup> July 2014*

Cllr Frankland had no further comment to make about how or why she had reached her decision.

Cllr Hill discounted sites 1 and 3 as being 'beyond the built form of the village', which left sites 2, 9 and 4 all of which were worth considering. The reasons behind her choices were that the Council had supported DNPA's Development Document which made it clear that sites for Affordable Housing would only be permitted on sites within or adjoining the built up area of a Rural Settlement. On that basis, sites 9, 2 and 4 relate well to the built up area of Brentor and were worth pursuing further. Sites 1 and 3 did not fit that description. In addition she took the view that the road to sites 1 and 3 is narrow with a tight bend, making it unsuitable for additional traffic.

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### 8689 WRITTEN SUBMISSIONS FROM COUNCILLORS

Two councillors had expressed concern that written submissions from Councillors excluded from the May agenda item on affordable housing had not been received by Councillors before the meeting and suggested that such items should be circulated at least 48 hours before the meeting. A contrary view was expressed that this would differentiate unreasonably from the fact that there is no requirement for Councillors able to be present to circulate their views beforehand. It was noted that there is no requirement for this in the Council's Standing Orders. It was agreed that where possible written submissions would be circulated before meetings

### 8690 ANNUAL RETURN POINTS TO NOTE

The Annual Accounts have been returned and approved. Councillors expressed their thanks to the Clerk for this achievement. However, there were 3 minor points which were mentioned and need addressing correctly next year.

**a) Council Tax Support Grant incorrectly listed**

Clerk to note the box to record this item in for next year.

**b) PWLB figure**

Clerk to note how to find the correct figure next year.

**c) Accounting for Fixed Assets**

It was noted that fixed assets should be reported valued at purchase cost and where this is not known a proxy cost should be substituted (eg insurance value) As the only item listed as an asset is the Bus Shelter which is recorded as the insurance value, this comment is not understood. Clerk to query with the auditor.

**CLERK**

Cllr J Burrows stated that the Brentor engine sign, currently held at the WDBC offices, should be included on the list of assets and WDBC should be asked to confirm that it is properly insured. Clerk to make enquiries.

**CLERK**

### 8691 GENERAL FINANCE

**a)** The Clerk had previously shown the Chair a bank reconciliation and cashflow sheet together with the latest bank statement dated 30 06 14.

1. Receipts (£) since the last meeting: None

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

28/05/14	£197.60	s/o	Clerks Salary month 2 (C Sellars)
28/05/14	£20.00	s/o	Clerks Admin expenses
11/06/14	£1600.46	d/d	PWLB payment
28/06/14	197.60	s/o	Clerks salary month 3 (C Sellars)
28/06/14	£20.00	s/o	Clerks Admin expenses

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

July 2014	£6.99	000455	Clerks Admin expenses
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July 2014	£294.00	000456	A Phillips Cemetery Maintenance
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4. It was RESOLVED to approve and sign the cashflow as at 30 06 2014

5. It was RESOLVED to approve and sign the Bank Reconciliation as at 30 06 2014

### 8692 CORRESPONDENCE

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

a) For information only

Letter from the CAB thanking the Parish Council for their donation.

Letter from Mary Tavy and Brentor Pre-School notifying of their closure, thanking the Parish Council for their support and inviting everyone to their 'Drop In Party'.

### 8693 MINOR ITEMS

Cllr Pearce noted that there was no item on the agenda concerning the re-instatement of the railway. Nothing formal had been requested to be dealt with by the Parish Council. To be included on the next agenda if appropriate.

Clerk advised that she is on holiday from 3<sup>rd</sup> until 13<sup>th</sup> August

### 8694 DATE AND TIME OF NEXT MEETING

Monday 15<sup>th</sup> September, 7.30pm, Brentor Village Hall

8695 CLOSE The meeting was formally closed at 8.50 pm