

## DRAFT

Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall  
on **MONDAY 15<sup>th</sup> September 2014** at **7.30pm**

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

**In Attendance:** Cllr T Pearce (TP), Cllr Kevin Ball (DCC), Mrs C Sellars (Parish Clerk), Stephen Belli  
(Director of Planning,  
Dartmoor National Park Authority)), Alex Rehaag (WDBC), Members of the Public

Cllr Beavon opened the meeting by explaining that as the Council was not quorate, due to the absence of Cllr Frankland, item 4, Request for Dispensation, and item 5, Calls for Affordable Housing would not be considered, although members of the public were free to ask questions/comment.

### **Public question time:**

Stephen Belli began by giving a résumé of the responses from the landowners regarding the various affordable housing site options. He reiterated the point that these were the responses from the landowners themselves and not DNPA. He confirmed that an outline planning application had been received in respect of the land at Hammer Park for up to 12 Affordable Houses and explained that 'outline planning' meant that no details had yet been provided regarding the appearance, size or location within the site for the houses. Although the application hadn't been made 'valid' yet (ie there were some necessary details missing from the application), he was expecting it to be so within the next week or so. The application would then be advertised in the local community, residents in the properties geographically next to the site would be contacted directly, and other organisations eg the Highways department would formally assess the site. Members of the public wishing to comment would normally be given 21 days to do so but he confirmed that in this case, he would be requesting an extension to this, to allow time for the Parish Council to meet and discuss. The application would then be considered and would either be refused, approved or approved with conditions. This usually took between 8 and 9 weeks but anything up to 13 weeks of the application being made valid would be within target.

### **Questions from parishioners to Mr Belli then followed:-**

**Q:** Concern was expressed that if one site was granted planning permission then other sites currently under consideration would be ruled out. In view of the outline planning application for the Hammer Park Site, could that affect the other sites on the list, and if so, could the other landowners be contacted and asked to submit an application as well.

**A:** It was a big assumption to assume the application would be successful, but yes, if it was then the need for Affordable Housing would have been met and there would be no need to continue with any other sites. It was up to landowners to make applications, not up to the Planning Officers to suggest it.

**Q:** If more than one application were received with decision times overlapping, would both applications be considered together, allowing the merits of all to be compared?

**A:** This would probably be the case.

**Q:** Is the planning application for 12 houses or 12 Affordable Houses and why is it now 12 and not 10 initially identified.

**A:** The application is for 12 Affordable Houses. Anybody can apply for planning permission for anything, but the application, could be approved with conditions governing the number of houses.

**Q:** What is the procedure for making comments and is it really a public consultation or is it just the views as seen by the Parish Council?

**A:** The Parish Council would be notified and asked for an opinion, as is usual for any planning application within the parish, but wouldn't technically be consulted. Those with properties adjoining or very close to the site would be formally notified by DNPA, with the letter setting out how comments could be made on the

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application. A site notice would be put up and the application would be advertised in the Tavistock Times. Anyone is able to submit comment on the application to DNPA. The planning application and all comments could be viewed on the DNPA website.

There was general concern that it was all cut and dried as the Hammer Park application had been made, but parishioners were reassured that this was not the case. Attention was drawn to the Local Government Association's guidance on Openness and Transparency on personal interests and the need for the parish council to observe it. A parishioner felt that DNPA had handled the situation considerately, fairly and openly and that all information had been impartial and made available via the website, Brentor news etc. Another parishioner felt that however much effort the community put in, planning law would prevail and everyone should just let the planning system get on with it.

Mr Belli was asked about the email sent to Parish Councillors on 11 September by his colleague Dan Janota. Mr Belli confirmed that DNPA is recommending to the Parish Council that the Call for Sites process be put on hold whilst the planning application for affordable housing at Hammer Park is considered to avoid confusion and the undermining of the call for sites process.

There was a final request from a parishioner for any updates regarding the changes at the Brentor Inn. TB advised that it was to have been an agenda item for this evening but it was felt that it would be better to postpone it to the November meeting to allow sufficient time for a proper discussion.

The majority of the parishioners then left.

**8696** **APOLOGIES FOR ABSENCE** were received from Cllr Frankland

**8697** **DECLARATIONS OF INTEREST** Cllrs J and S Burrows, Cllr T Beavon and Cllr Adams had already declared an interest in items 4 – Request for dispensation and 5 – Calls for sites for Affordable Housing

**8698** **APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 19<sup>th</sup> May and 21<sup>st</sup> July 2014**

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

**8699** **REQUEST FOR DISPENSATION** was to be requested from Cllrs J and S Burrows, Cllr Beavon and Cllr Adams. However, this item could not proceed as the Council was not quorate due to the interests previously declared and Cllr Franklands absence.

**8700** **CALLS FOR SITES, AFFORDABLE HOUSING UPDATE. TO CONSIDER (a) WRITTEN SUBMISSIONS RECEIVED BY THE COUNCIL AND (b) THE REPORT BY DNPA ON LANDOWNER RETURNS.** This item could not proceed as the Council was not quorate due to the interests previously declared.

**8701** **MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA**

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

The Clerk reported that the query concerning the Accounting for Fixed Assets on the Annual Return had been resolved and for future Annual Returns a note should be attached to confirm that the figure used was the insurance value.

Engine Sign – The Clerk reported that she had spoken to Jackie Waites at WDBC who confirmed the sign was still there. However, it is only covered by their general insurance and as the Council offices are relocating, they would like to return the sign. Various options were considered and it was decided that the Tavistock Museum should be approached first, followed by the Dartmoor Railway Club (Okehampton). Previous minutes should also be checked to find out the conditions attached to the sign when it

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was given to the Parish Council.

Speed Limits – Cllr Drury reported that issues concerning speed limits were being put forward to the County Cabinet and there should be further news following this weeks Southern Link meeting. **JD**

Salt bags – There is nothing further to be done regarding this item.

Wheelwrights Stone – Cllr Drury confirmed that no further progress had been made in view of time constraints due to the Affordable Housing item. This will be added to the next agenda. Clerk to invite Jane Marchand and Mr. and Mrs. Pancheri to the November meeting. **CLERK**

Electoral review – Further information should be available at the end of the month. There is nothing further for the Parish Council to contribute at this time.

**8702** **REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES** – Nothing to report.

**8703** **PLANNING MATTERS**

a) To consider planning applications received:

<b>DNPA 0426/14</b>	To reinstate levelled area of field to its original gradient and relocate access in respect of land at Wortha Bridge, Brentor	Now withdrawn
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b) For information only:

<b>WDBC Planning enforcement case E/00079/2014</b>	No breach of planning control with respect to works relating to Woodsmanswell House, Brentor
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**8704** **MEMBERS CODE OF CONDUCT**

It was agreed to update the Members Code of Conduct in line with the amendments suggested by West Devon Borough Council. It was also agreed to schedule time for the Standing Orders to be reviewed in the January meeting, in particular to update them with the ruling that anyone now has the right to record parish council meetings.

Clerk to check with SLCC beforehand to check current advice.

**CLERK**

**8705** **FOULING OF LAND BY DOGS ORDER**

It was agreed to support the views of Dartmoor Forest Parish Council who recommend that the proposed Borough of West Devon Fouling of Land By Dogs Order Schedule Para 2 be amended to read:-

*Excepted from the description in paragraph 1 above is:*

- (i) *Land that is placed at the disposal of the Forestry Commissioners under section 39 (1) of the Forestry Act 1967.*
- (ii) *All access land in the context of the Dartmoor Commons Act 1985*

Cllr Adams stated that there was a real issue regarding dog fouling within the village of Brentor. Cllr Pearce suggested that the Parish Council make enquiries with regard to joining the Dog Warden Scheme. The cost of this is dependent upon the number of residents and is thought to be in the region of around £200 pa. Clerk to make enquiries.

**CLERK**

**8706** **CORRESPONDENCE**

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

a) For action/decision

A letter had been received from The Harlequin Group asking for support in relation to a suggested Mobile Infrastructure Project tasked with considering areas where there is no coverage from any mobile operator. This would involve, amongst other things, a 20m high mast. Cllr Adams had concerns

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about where the mast and other equipment would go. Clerk to respond by confirming that improving communications is something the Parish Council is keen to address, requesting that the Company also investigate how its infrastructure could help secure new investment to improve the broadband infrastructure and noting that finding an appropriate site could be difficult.

A letter had been received from the Strategic Planning Team at WDBC re an Application to designate a Neighbourhood Plan area for Milton Abbot Grouped Parish and Kelly Parish. The general feeling was that as it didn't directly affect the Parish of Brentor, there was no comment to make. Clerk to respond to this effect.

CLERK

An invitation had been received to attend the West Devon Homes Company and Tenant AGM on 25<sup>th</sup> September at Kilworthy Park. Nobody was available to attend. Clerk to respond.

CLERK

An invitation had been received to attend the Mayors Civic Service on 19<sup>th</sup> October in Okehampton. TB to consider if he is available and will respond directly.

TB

b) For information

A letter had been received from WDBC regarding a review of Polling Places. Clerk has already responded that using Brentor Village Hall as a Polling station was still satisfactory.

8707

**TO CONSIDER SETTING UP A PARISH COUNCIL WEBSITE**

Although the village website is a good forum for advertising and publishing information regarding the Parish Council, an increase in correspondence received, mainly in respect of the Affordable Housing issues has highlighted that there is a restriction on the items which can be placed there. TB suggested setting up a separate site, to be linked to the main village site and had been given a rough idea of costs to be in the region of £200. JD agreed but had concerns that a moderator would need to be appointed to check for suitability of content. Colin Dawes stated that it was a lot of work to keep a site up to date and suggested that the Community Trust be approached to see if they would consider renting or selling us our own section of the site. It was **AGREED** to allocate a budget of £200 to develop this idea. Clerk to contact the Trust.

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### 8708 GENERAL FINANCE

a) The Clerk had previously shown the Chair a bank reconciliation and cashflow sheet together with the latest bank statement dated 03.09.14

1. Receipts (£) since the last meeting: None, although the Clerk advised that notification had been received from WDBC that the second half of the Precept had been credited.
2. It was **RESOLVED** to approve the following payments made since the last meeting:

21/07/14	£6.99	000455	Clerks Admin expenses
21/07/14	£294	000456	A Phillips Cemetery Maintenance
28/07/14	£172.60	s/o	Clerks salary month 4
28/07/14	£20	s/o	Clerks Admin expenses
05/08/14	£120	000457	Grant Thornton (audit fee)

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

September 2014	£500	000458	Village Hall/Playing Field (2 <sup>nd</sup> half donation see Jan 14 minutes)
September 2014	£5.89	000459	Clerk admin expenses

4. It was **RESOLVED** to approve and sign the cashflow as at 28 08 2014
5. It was **RESOLVED** to approve and sign the Bank Reconciliation as at 28 08 2014

### 8709 MINOR ITEMS

CLERK

Clerk to liaise with DNPA and organise village hall for a further Parish Council meeting in October when Hammer Park application has been made valid.

### 8710 DATE AND TIME OF NEXT MEETING

Monday 17<sup>th</sup> November, 7.30pm, Brentor Village Hall. Additional meeting beforehand to be arranged.

8711 CLOSE The meeting was formally closed at 9.05 pm