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Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall
On **MONDAY 12th SEPTEMBER 2016** at **7.30pm**

Present: Cllr S Burrows (Chair), Cllr T Pearce (Vice-Chair), Cllr J Burrows, Cllr J Adams, Cllr L Bristow

In Attendance: Mrs C Oxenham (Parish Clerk)

Public Question Time: There were no members of the public present.

8881 APOLOGIES FOR ABSENCE - none

8882 DECLARATIONS OF INTEREST There were none to declare.

8883 APPROVAL OF THE MINUTES OF THE COUNCIL MEETINGS HELD ON 18TH JULY 2016 AND 22ND AUGUST 2016

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

8884 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA

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

Cemetery Tree Maintenance – Both the Clerk and Cllr T Pearce had yet to receive a quote from the tree surgeons contacted. It was **AGREED** that the Clerk would contact Mr A Phillips who does the cemetery maintenance to see if he could suggest anybody.

CLERK

Speed Limits – Cllr J Burrows has been in contact with Mr T Lee (Neighbourhood Highway Technician) and suggested three main areas of concern – the top road between Brentor Church and Cloberry House, the main route through the village and the road leaving the village. Mr Lee will make enquiries. Cllr J Burrows will continue to pursue the matter.

JB

Wheelwrights Stone- To remain as a listed item within the minutes.

Pipework at Windsor Cottage – Work has now been done to rectify the problem and a new pipe is due to be laid.

Information re grants for repairing the culvert near the phone box – see Minute number 8886

Defibrillator update – Spare pads now purchased.

Sandbags – Cllr J Burrows reported that Mr D Williams is happy for a supply of sand to be stored by the side of the village hall. Cllr J Burrows will organise this and Cllr T Pearce will get some empty sand bags. Clerk to put an article in the Brentor News advising people when this is available.

**JB/TP/
CLERK**

Noticeboards – Cllr J Adams is still waiting for a quote.

JA

Station Road renaming – A reply has been received from the Locality engagement officer WDBC confirming that they haven't received any application to change the name of the property known as Station House to Station Road. Cllr Pearce to forward link so Clerk can complete the necessary form to be submitted for WDBC to investigate.

CLERK/TP

Airband Update – Cllr J Burrows reported that he had been in contact with Mr Dan Jones who had confirmed that Brentor is 'still on the list'. Cllr J Burrows will continue to check with Airband for updates.

JB

Cllr B Lemon has also been in contact with Connecting Devon and Somerset who have said that

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whilst some people will be getting the improved service within 2 to 3 weeks, others will not until November due to 'mast re-siting problems'. Up to date information can be found by visiting the Connecting Devon and Somerset website at <http://www.connectingdevonandsomerset.co.uk/cds-broadband-voucher-scheme>

8885 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

Cllr Bristow had attended the VH and PF Committee meeting which had mainly focussed on the recent Brenstock festival. A general discussion took place about the poor condition of the Playing Field mainly the amount of dog mess and the length of the grass. Discussions had taken place at a previous Parish Council meeting regarding the possible funding of a bin for disposing of dog waste. Clerk to find previous minutes to see what had been agreed. It was unanimously **AGREED** that a letter would be written to the Parish Hall and Playing Field Committee raising these concerns and asking for some feedback from parishioners as to what they would like the playing field to be used for.

CLERK/ALL

8886 CULVERT REPAIRS

A quote has been received from SWH for repairs to the culvert. It was unanimously **AGREED** to accept the quote as detailed in the Minutes of 18th July. Clerk to complete the online TAP Fund Application form and inform SWH that the quote will be accepted on the basis that work cannot start until the funding has been received, hopefully by the end of the first week in October.

CLERK

8887 PLANNING MATTERS

a) The following planning applications had been received:

- none

b) For information only:

WDBC 1815/16/PDM	The Barn, Rowden Gardens, Road from Rowden Farm Cross to Cloberry House, Brentor – Proposed change of use of Agricultural Building to dwelling	Prior approval given
WDBC 2181/16/AGR	Burcombe Farm Lane to Burcombe Farm, Brentor – Prior approval for proposed agricultural building	Planning permission required
DNPA 16/0032	Proposed Tree Works, Broadmead Farm, Brentor	Tree not protected

c) For consideration:-

Ms Z Llewellyn	Mole End Cottage, Darke Lane, Brnetor – 2 x willow trees to be removed, 1 x Maple beech tree to be reduced	No objections
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8888 CEMETERY – BURIALS/GRASS CUTTING/MAINTENANCE

Mr A Phillips had queried the procedure in the cemetery regarding the usage of the bottom part. Clerk explained that all records regarding the cemetery were kept on paper in the form of a ledger and that each time a new burial is required, the Funeral Directors are advised to use the next plot along. Cllr Pearce suggested that digital records may be easier to maintain. Clerk to bring cemetery file to the next meeting for review. Clerk has also received an offer to donate money to have the bottom of the gate in to the cemetery repaired. Cllr Lemon has the contact details for a local blacksmith which he will pass to the Clerk to arrange a quote..

CLERK

8889 GENERAL FINANCE

The Clerk had previously shown the Chair a bank reconciliation and cash flow sheet together with the latest bank statement dated 2nd September 2016

1. Receipts (£) since the last meeting:

13/07/16	£51.50	CQ	Cemetery
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2. It was **RESOLVED** to approve the following payments made since the last meeting:

28/07/16	£207.67	SO	Clerks Salary
28/07/16	£20.00	SO	Clerks admin expenses
30/08/16	£213.88	SO	Clerks salary
30/08/16	£20	SO	Clerks admin expenses

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

08/08/16	£40.74	000506	Cardiac Science (spare pads for defibrillator)
12/09/16	£403.80	000507	A Phillips Cemetery
12/09/16	£8.40	000509	Clerks expenses (fuel and postage)

4. It was **RESOLVED** to approve and sign the cash flow as at 30/08/16

5. It was **RESOLVED** to approve and sign the Bank Reconciliation as at 30/08/16

8890 **CORRESPONDENCE**

Members **NOTED** the correspondence (*previously circulated by the Clerk*).

a) For action/decision:-

Applying for an AONB Variation Order – MABRAKE

A letter had been received asking for the Parish Councils views concerning MABRAKE's campaign to reinstate the special landscape protection for the area of West Devon lost sometime during the 1990's. MABRAKE are proposing to seek a 'Boundary Variation Order' to have this area designated as an Area of Outstanding Natural Beauty to bring it under similar protection to the Tamar Valley. It was unanimously **AGREED** to support option 2 or 3 as detailed in their letter. Clerk to write letter of support.

CLERK

b) For information only:

Connecting Devon and Somerset (CDS) update

8891 **MINOR ITEMS**

Clerk will organise dates for next years' meetings in line with this year.

CLERK

8892 **DATE AND TIME OF NEXT MEETING** Monday 14th November 7.30pm, Brentor Village Hall. Cllrs J and S Burrows asked for their apologies for this meeting to be noted.

8893 **CLOSE** The meeting was formally closed at 8.53pm.