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*Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall
on **MONDAY 16th March 2015** at **7.30pm***

Present: Cllr S Burrows (Chair), Cllr J Adams (Vice-Chair), Cllr J Drury, Cllr J Burrows,
Cllr A Frankland

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

Public question time:

Mr Andy and Mrs Julie Wilson spoke about their proposed development of the property 40 Winks listed later as a Planning Matter. All Cllrs confirmed they were familiar with the property. Mr and Mrs Wilson hope that by discussing their plans, they will gain the support of the local community and address any concerns that people may have. Their aim is to replace the existing chalet which is uninhabitable at present. The proposed new building is slightly larger in that the roof space has been increased, although the footprint is about the same as before. Glass elevations are planned to maximise solar gain. Mr Wilson plans to do much of the work himself and intends to use natural products (slate, wood and timber), sourced as locally as is possible. Mrs Wilson spoke about their intentions to replace the original trees which have been lost over time and to keep the site as natural as possible. They have support from their closest neighbours and have been in regular contact with DNPA.

Cllr J Burrows welcomed Mr and Mrs Wilson to Brentor and explained that the Parish Council had limited input and was only able to offer support, object or take a neutral view with regard to planning matters. He confirmed that it was the DNPA who would make the final decision. Cllr S Burrows thanked Mr and Mrs Wilson for taking the time to come to the meeting which was appreciated.

8743 APOLOGIES FOR ABSENCE - Apologies had been received from Cllr Hill who wished to state that she did not intend standing at the election.

8744 DECLARATIONS OF INTEREST - none

8745 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 19TH January, 2015

A minor amendment to the wording was made concerning the Brentor Inn where a 'cottage' was referred to rather than a 'bungalow'. It was **AGREED** that the Minutes of this meeting then be adopted.

8746 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA

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

Engine Sign – The additional insurance has now been arranged for this item and is safely displayed at Kilworthy Park. Cllr Pearce confirmed that acknowledgement of this would be sent by WDBC.

Speed Limits – Cllr Drury reported that he is unable to attend the Southern Links meeting next week. Cllr Pearce will feedback any information. There is nothing further to report at this time.

Wheelwrights Stone – No further progress has been made. Cllr Frankland was concerned that the situation was the same as it had been 4 years ago when the current parish council came into force. DNPA have previously stated that they do not want to pursue the matter due to the cost implications. It was felt by the Cllrs that as it is part of Brentors' heritage DNPA should be protecting and safeguarding items like this. If left in the same situation for a further 4 years, Mr and Mrs Pancheri might have further claim to it. It was **AGREED** that a letter should be written to Kevin Bishop, the Chief Executive of the National Park, with a copy to Jane Marchand and Peter Harper (the Chairman). Cllr Pearce suggested that a copy should also be sent to Bill Horner (DCC) who possibly own the grass verge.

CLERK

Windsor Cottage pipework – Nothing further has been done to the gully outside the house **JD**

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although work has been done in the garden and the drainage pipe is now blocked. Cllr Drury to speak to owners of the property.

Dog fouling – Cllr Adams confirmed that since the dog warden had been visiting there had been an improvement. Cllr Drury has had a conversation with Murray the dog warden who had said although there have been foulings, the problem in general is only small and doesn't really merit further visits. It was **AGREED** not to subscribe to the service now, but to revisit later if necessary. Clerk to write to Murray.

CLERK

Brentor Inn – Chris Horan, WDBC Enforcement Officer had provided an emailed update of the situation. Two major issues to be resolved had been identified, 1) Clean the car park area and 2) Ensure that the planning permission for the site are discharged so that the development can progress. The owners have been asked by WDBC to reduce the amount of material on site, prepare materials and information for approval and prepare a schedule of works.

In essence nothing has changed. Cllr Pearce suggested that the planning officers would need to see the original planning orders. Cllr Drury is to make further enquiries.

JD

Annual Parish Meeting – This is on 2nd May and will run alongside the regular coffee morning. The format will be the same as last year. Clerk to advertise the event on the website and in the Brentor News. Joe Kuipers is the editor of the next edition and asked that any items are sent to him as soon as possible and by 23rd March at the latest.

8747 **REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES** – Nothing further to report.

8748 **PLANNING MATTERS**

a) To consider planning applications received:

DNPA 0061/15	Replacement of dwelling and new garage/car port to replace existing. Forty Winks, Brentor.	No objections
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CLERK

All Cllrs present **AGREED** that they had no issues with the proposed works and were in full support. Clerk to inform DNPA.

DNPA 0109/15	Removal of conservatory and open porch and erection of single storey extension Wastor Farm, Lydford	No objections
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There were no objections to the planned development of the farm, although concerns were raised as to the current lighting arrangement along the driveway which is extremely bright. Clerk to pass comments on to DNPA.

CLERK

b) To note planning decisions made:

WDBC 00106/2015	Change of use from agricultural dwelling. The Barn, Rowden Gardens, Brentor.	Prior approval given
DNPA 15/0001	Tree Preservation Order, Bonnaford, North Brentor	Consent given

8749 **CORRESPONDENCE**

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

a) For action/decision:-

The Harlequin Group. Cllr Drury has spoken to the Harlequin Group who have applied for permission to erect a mobile phone mast. They confirmed that the application was not on behalf of Burnville Farm which had been referred to in correspondence, but is just a site highlighted by the Harlequin Group as being suitable. Feedback from English Heritage and DNPA has both been negative and

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the Harlequin Group are unlikely to get permission for the mast. Clerk to report that the matter had been discussed at tonight's meeting and that there are no additional comments to make.

CLERK

CAB request for donation – It was **AGREED** that this was a valuable service and a donation of £50 would be made. Clerk to organise.

CLERK

b) For information only:-

Letter from Tavistock Ring and Ride thanking the Parish Council for their donation.

Letter from Stephen Belli confirming details from the meeting on 16th February. Clerk to email him a copy of the notes made from that meeting.

CLERK

Further items of correspondence had been received from a charity website address identified only as 'C Chapman'. Transparency has to work both ways and in the interest of openness Cllrs felt it would be inappropriate to respond to anything received from an anonymous source. Furthermore, all the information requested has been published.

8750 GENERAL FINANCE

a) The Clerk had previously shown the Chair a bank reconciliation and cashflow sheet together with the latest bank statement dated 2nd March 2015.

1. Receipts (£) since the last meeting:

Feb 2015	£237.55	BACS	VAT Refund
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2. It was **RESOLVED** to approve the following payments made since the last meeting:

Jan 2015	£197.60	S/O	Clerks Salary month 10
Jan 2015	£20.00	S/O	
Jan 2015	£46.91	000468	Additional Insurance (Engine sign)
Jan 2015	£25.00	000469	Clerks training
Feb 2015	£222.86	S/O	Clerks salary month 11
Feb 2015	£20.00	S/O	
Feb 2015	£77.00	000470	Membership fee
Feb 2015	£252.00	000471	Cemetery Maintenance

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

Feb 2015	£3.00	000472	Hall heating
	£4.65		Postage expenses

4. It was **RESOLVED** to approve and sign the cashflow as at 2nd March 2015

5. It was **RESOLVED** to approve and sign the Bank Reconciliation as at 2nd March 2015

6. It was **AGREED** that the Clerk would submit a mileage claim in future.

8751 INTERNAL AUDIT

The clerk is in the process of trying to find someone to do the internal audit. The lady who did the audit last year has now retired. Paul Webster was suggested as a local person who may be willing to do them. Clerk to contact and ask him

CLERK

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8752 TRANSPARENCY CODE FOR SMALLER AUTHORITIES

Cllr S Burrows referred to an item as mentioned in the Devon Association of Local Councils newsletter. This is something already being done by this Parish Council and more should be done to publicise it.

8753 MINOR ITEMS

Clerk noted that a cemetery visit should be organised for later in the year. This will be organised with the new Council. Cllr Drury enquired about the amount left in the cemetery budget as the dustbin has rotted and needs replacing. This information was not available at the meeting but since then the Clerk has confirmed that £213 is still available. It was **AGREED** that the Clerk would source a new bin.

CLERK

Clerk has now got nomination papers for the forthcoming elections. Cllr Pearce stated that there were concerns that not enough people will stand in the local parish elections. He explained that if there are fewer candidates than vacancies an election would not take place as the applicants would automatically be elected. Cllr J Burrows wanted to know what would happen if nobody stands. Clerk to put a notice in the Brentor News and on the website.

CLERK

8754 DATE AND TIME OF NEXT MEETING

Monday 18th May 2015, 7.30pm, Brentor Village Hall

8755 CLOSE The meeting was formally closed at 8.40 pm