

DRAFT

*Minutes of a Meeting of the BRENTOR PARISH COUNCIL held in Brentor Village Hall
on MONDAY 9th November 2015 at 7.30pm*

Present: Cllr T Pearce (Vice-Chair), Cllr B Lemon, Cllr L Bristow. Cllr J Adams
In the absence of Cllr S Burrows, Cllr T Pearce was the Chairman for the meeting

In Attendance: Mrs C Oxenham (Parish Clerk), 5 members of the Public

Public question time: There were no questions from the public.

8788 APOLOGIES FOR ABSENCE - Apologies had been received from Cllrs J and S Burrows

8789 DECLARATIONS OF INTEREST - none

8790 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 14th September, 2015

Cllr Pearce advised that with reference to **Minute 8777**, the item relating to the Brentor Inn had incorrectly named Helen Nesbitt as the new point of contact. It is in fact **Heather** Nesbitt. The minutes were duly amended. It was **AGREED** that the minutes of this meeting then be adopted.

8791 TO APPOINT MEMBERS TO SERVE AS COUNCIL REPRESENTATIVES TO OTHER ORGANISATIONS:

Brentor Community Trust – The Clerk had received an email from Mike Whitfield (Treasurer) who advised that ‘the constitution of the Trust does not specify any other formal representations’. In light of this it was **AGREED** that it would not be necessary to have a Parish Council representative.

Brentor Commons Association – Mike Whitfield (Secretary) advised by email that when the BCA became a registered charity in 2005, the constitution specified the need for a representative from the Parish Council. The charity meets once or twice a year and the AGM is held in June. It was unanimously **AGREED** to appoint Cllr Bob Lemon as the Parish Council representative.

8792 CEMETERY VISIT

Following an annual cemetery visit by Cllrs on 28th September various issues were highlighted which need attention.

- The bin continues to be an problem and is regularly overflowing. The Clerk has contacted WDBC again and asked that it be included on the fortnightly village refuse collection route.
- Concerns were raised about the level and frequency of grass cutting. It was noted that 4 visits had been made by Adam Phillips in respect of cemetery maintenance this calendar year, at a cost of £1175.40. Suggestions were made that this should perhaps be increased in the summer months with particular care being taken around the graves. Attention to the hedges and boundaries was also needed.

The Chairman suspended the meeting to allow a parishioner to speak about the ecological study. The parishioner reminded Cllrs that an ecological study had been undertaken some time ago which specified that there should only be 2 cuts per year. John Drury offered to do some research on the matter. Following discussion on the points raised by the parishioner the meeting was reconvened by the Chairman. It was **AGREED** that the Clerk would contact Mr Phillips and ask if he would be willing to come to the next meeting and in the meantime would have a look at the contract and schedule.

CLERK

8793 WDBC – CONSULTATION ON PRIOR NOTIFICATION CHANGE OF USE

In August of this year an email was sent by the Case Management Team (Planning) South Hams District Council and WDBC advising that in future, notifications regarding change of use would not be issued to Town and Parish Councils. This could result applications for change of use of a building being approved without the parish being aware of it and therefore not being given the opportunity to make comment.

DRAFT

Cllrs felt very strongly that any request for change of use should be brought to their attention before approval is given. Clerk to write to WDBC expressing this view. **CLERK**

8794 **ROYAL BRITISH LEGION – APPROVAL OF DONATION FOR WREATH**

Cllr Lemon had attended the Remembrance Service on behalf of the Parish Council. The Clerk advised that this year, a bill for £18.50 had been received when the wreath had been collected. It was unanimously **AGREED** to make the usual donation of £40. Clerk to organise. **CLERK**

8795 **MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA**

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

Cllr Pearce to update on speed limits – Since the last Parish Council meeting, the Clerk at Mary Tavy Parish Council had been in contact to advise that they were still interested in pursuing funding. Cllr Pearce advised that there was no new information following the Highways meeting and thought that there would be no funding available now until the next financial year. Cllr Adams suggested that a VAS system would be of more use on the route through the village, rather than on the main road with a National Speed Limit in force. Cllr Pearce advised that one criterion for the system was that street lights had to exist, which wasn't the case through the village. Further clarification of this is to be taken. Cllr Pearce will be attending the next Highways Meeting on 24th November and will raise this. **TP**

Concern was also raised about the speed at which cars leave the CHICKS premises. Clerk will write and ask for them to slow down. **CLERK**

Wheelwrights Stone – There is nothing further to report. Cllr Pearce is still waiting to find out who the new officer within the National Park will be. **TP**

Brentor Inn – Cllr Pearce had nothing further to report. Two gentlemen from the Brentor Inn attended the meeting and advised Cllrs that they had recently spoken to WDBC Planning Officers who had told them there were no outstanding issues. Other officers within the Planning department have given them contradictory information. Cllr Pearce will make enquiries and clarify the situation. **TP**

Annual Cemetery visit - See Minute 8782

Parish lengthsman scheme – Cllr Lemon had been involved in the recruitment process and confirmed that a new Parish Lengthsman had been appointed – Jim Jefferey. He is due to complete his Chapter 8 Training on 21st November and will then be available for emergency work only. Any issues should be reported to Cllr J Burrows who will then liaise with Jim. Cllr Adams advised that Windsor Cottage was continuing to be an issue, despite the fact that a camera in the pipes had shown there to be no obvious blockages. Clerk to contact Highways to make further investigations. Cllr Bristow suggested the use of a water diviner which could help to locate the problem! **CLERK**

Mobile phone coverage – Chris Hart (Planning Team Manager DNPA) had declined the invitation to attend the meeting, but did say that his department would be willing to work with communities and mobile phone providers to find the right solution. It was **AGREED** that the Clerk would write to the Harlequin Group again and ask if they would be willing to put forward any new ideas. Cllr Lemon is to attend the Airband meeting on 12th November and will also ask if a representative could come to Brentor. **CLERK/BL**

Procedural report to be written for the process for reporting problems within the Parish – This is ongoing. **TP**

Defibrillator – The Clerk has been in contact with Paramedic Richard Walker who is offering a

DRAFT

training session for up to 12 people. It was **AGREED** that 15th December at 7pm in the Village Hall was the most suitable date. Clerk to liaise with Richard. Clerk confirmed that a notice had been put in the Brentor News asking for other interested parishioners. So far only 1 had expressed an interest.

CLERK

The location of the defibrillator is still to be decided. Various suggestions were made including the church hall porch and the front of the Village Hall (outside). A constant power supply is needed. Cllr Pearce suggested that there may be funding available for its installation. Money had also been raised at a recent Village Hall Coffee morning which had originally been organised to raise funds to buy a defibrillator. Cllr Bristow is attending the next committee meeting and will ask if this money would be available and also if there would be any objections to siting the defibrillator at the front of the hall.

LB

Sandbags – The Clerk had written a note in the Brentor News asking for any volunteers for storing sandbags. There had so far been no response.

Cemetery Bin emptying – Clerk had again contacted WDBC who had confirmed that this had been added to the regular refuse collecting route.

Letter of thanks to previous Cllrs – completed

Hall to be booked for following years meetings – completed

8796 **REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER AGENCIES** – Nothing to report.

Cllr J Burrows and Cllr Pearce had attended an Airband event at the National Park which had been very informative if not optimistic.

8797 **PLANNING MATTERS**

a) To consider planning applications received:

DNPA 0469/15	Replacement stock shed at Burnville Farm, Brentor	Conditional planning permission now granted
DNPA 0530/15	Installation of first floor window at Broadmead Cottage, Darke Lane, Brentor	No objections
DNPA 15/0048	Proposed Tree Works, The Coppice, Brentor	No objections

b) To note planning decisions made:

DNPA 0402/15	Replace existing conservatory at rear of house with single storey extension (retrospective), Perry Ash Farm, Brentor	Refusal of Planning Permission
DNPA 0403/15	Replace existing conservatory at rear of house with single storey extension (retrospective), Perry Ash Farm, Brentor	Refusal of Listed Building Consent

8798 **CORRESPONDENCE**

Members **NOTED** the list of correspondence (*circulated by the Clerk at the meeting. Copies of which are on the Brentor village website*).

a) For action/decision:-

Letter from Tavistock and District Local Transport Partnership Ring and Ride Service requesting support. Clerk will put a notice in the Brentor News prior to the Parish Council March meeting, asking for any parties who want to apply for a grant. This application will be considered then. Cllr Bristow asked if a note could be written for

CLERK

DRAFT

the Brentor News advising people that this service exists. Clerk will organise.

CAB – A similar letter had also been received which will also be dealt with at the March meeting.

b) For information only:-

Electoral Review of Devon: Further Limited Consultation for North Devon (LGBC)

Letter from Geoffrey Cox QC MP re Improve our rural roads

Devon Wheels to Work – Clerk to ask for further information

Application to designate a Neighbourhood Plan Area for Lamerton Parish

Connecting Devon and Somerset Broadband program

Devon Remembers Heritage Project – WW1 activity

CLERK

8799 GENERAL FINANCE

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

1. Receipts (£) since the last meeting:

28/09/15 £5821 2nd half Parish precept

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

September 2015	£207.67	S/O	Clerks Salary month 6
September 2015	£20.00	S/O	Clerks admin expenses
September 2015	£307.80	000484	Cemetery maintenance
October 2015	£207.67	S/O	Clerks salary month 7
October 2015	£20.00	S/O	Clerks admin expenses

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

09/11/15	£500	000485	Village Hall and Playing Field 2 nd instalment
09/11/15	£40	000486	Royal British Legion (Poppy wreath)
09/11/15	£10.80	000487	Clerks petrol expenses

4. It was **RESOLVED** to approve and sign the cash flow as at 1st October 2015

5. It was **RESOLVED** to approve and sign the Bank Reconciliation as at 1st October 2015

8800 DRAFT BUDGET (initial discussion)

A copy of the budget for this year along with projected figures for next year was given to each Cllr. Cllr Pearce suggested that the amount allocated for election costs be set aside. Cllr Lemon requested that the figures be studied ready for comments at the next meeting.

ALL

8801 MINOR ITEMS: TO TAKE COMMENTS ON AND NOTE ONLY ANY ITEMS OF INFORMATION OR INTEREST:

Cllr Bristow felt that the Parish Council should be aware of vulnerable people within the community and services on offer. This is obviously a sensitive subject as many people don't like to ask for help, It was decided that the Clerk would put an article in the Brentor News encouraging vulnerable people to come forward. The Clerk advised that there was a list of people within the village who had skills they could offer (Community Self Help Plan). Clerk will contact Antonia Frankland the Self Help Co-ordinator to check how up to date the list is and to find out where it is displayed.

CLERK

Salt bags – John Drury advised that salt bags had been delivered but had been quickly destroyed by livestock on the moors. Grit Bins are needed. Cllr Pearce to raise the problem

TP

DRAFT

at the next Highways Meeting.

8802 DATE AND TIME OF NEXT MEETING

Monday 18th January 2016, 7.30pm, Brentor Village Hall

8803 CLOSE The meeting was formally closed at 9.15 pm