

DRAFT

Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall
On **MONDAY 18th July 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.

8857 APOLOGIES FOR ABSENCE Cllr B Lemon

8858 DECLARATIONS OF INTEREST There were none to declare.

8859 APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 16th May 2016

It was **AGREED** that the Minutes of this meeting be adopted.

It was also noted with reference to Minute 8833 (March 2016) that the Clerk had incorrectly referred to Dave Chappel as a PC (Police Constable). His correct title is PCSO (Police Community Support Officer).

8860 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA

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

Cemetery Tree Maintenance – Cllr Pearce had met with a local tree surgeon (Paul Greenhill) but was yet to receive a quote. Clerk will email Mr Greenhill. Cllr Lemon also asked for it to be noted that the cemetery hedge was in desperate need of a trim. It was agreed that all foliage had grown very quickly in recent weather. Cllr J Burrows to speak to the man who cuts the rest of the roadside hedges next time he sees him to ascertain when the hedge is likely to be cut.

CLERK/JB

Speed Limits – Clerk has written to the local MP Geoffrey Cox. The letter has been acknowledged and has been passed to David Whitton, Head of Highway, Devon County Council but to date no response has been received.

JB

Cllr J Burrows has also been making enquiries with various agencies. He will continue to pursue the matter and will report back at the next meeting.

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

Pipework at Windsor Cottage – Nothing further to report. Cllr J Burrows to continue to liaise with the owner of the cottage.

JB

Information re grants for repairing the culvert near the phone box – The free help advertised by DALC was unavailable. Cllr Pearce is organising quotes for the required works. Once this information is available there may be other grants available to help fund the repairs.

TP

Defibrillator update – Clerk reported that the training session had gone ahead. Advice from the Paramedic who did the training was that it was not effective to have a list of trained people next to the machine as not only could time be wasted in an emergency trying to track down a trained operative, but the machine is straightforward to use and ‘talks’ the operator through the process. The defibrillator is now registered with the South Western Ambulance Service which means that anybody who calls 999 in the area will be advised of its location. Clerk is also responsible for checking that the battery is still live once a month and filing an on line report. It was **AGREED** that a spare set of pads would be purchased from Cardiac Science at an approximate cost of £30 plus VAT plus delivery. Clerk to order these and also contact Mr Bill

CLERK

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Lane to see if he has the paperwork (guarantee, user manual etc) supplied with the unit.

Sandbags – It was **AGREED** that Cllr J Burrows will order a dumpy bag of sand and a pallet to store it on, and will check with Mr Dave Williams to see if he is happy for it to be stored at the side of the village hall. Cllr Pearce will organise some empty sandbags.

JB/TP

Transparency Code update – Clerk has been advised by WDBC that there is no value in having a separate dedicated webpage. Mr Colin Dawes has kindly set up an additional page within the Parish Council pages on the Village website. Clerk to transfer the required information from its current location to this page.

CLERK

8861 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

Cllr T Pearce had recently attended the Southern Links meeting. Highway maintenance had been discussed and the small allowance allocated to Tavistock for road repairs will fall a long way short of the repairs needed. Damage to road signs, for example, will now have to be funded by Parish Councils or claimed from individuals' insurance policies.

Also discussed was the Joint Local Plan and the requirement for approximately 13,500 houses to be built in Plymouth, the South Hams and West Devon over the next 20 years.

Cllr Pearce had also attended the National Park Forum Meeting. The Parish Councils will be consulted in due course when the National Park write their own plan which will be separate from Plymouth and South Hams.

8862 PLANNING MATTERS

a) The following planning applications had been received:

WDBC 1119/16/NMM	Application for non-material minor amendment following a grant of planning permission 00106/2015 to realise an existing extension to infill an area below an existing roof overhang at Rowden Gardens, Road from Rowden Farm Cross to Cloberry House, Brentor PL19 0NG	No comment
WDBC 1815/16/PDM	Prior approval for change of use from Agricultural Building to Dwelling at The Barn, Rowden Gardens from Rowden Farm Cross to Cloberry House, PL19 0NG	No comment
DNPA 16/0032	Proposed Tree Works Broadmead Barn, Darke Lane, Brentor. To raise canopy of a beech tree to give 4m clearance over the drive.	Support

b) For information only:

DNPA 0141/16	Erection of side extension, South Brentor Farm, Brentor	Grant of conditional Planning Permission
WDBC 0561/16/HRN	Hedgerow removal, Burcombe Farm Lane to Burcombe Farm, Brentor	Approval
WDBC 1424/16/TPO	Rowden House, Road from Rowden Farm Cross to Cloberry House, Brentor	Exemption agreed
APP/Q1153/C/ 16/3149560 and APP/Q1153/C/ 16/3149564	Appeal re Enforcement Notice issued in respect of installation of a pre-fabricated garage and a material change of use of land from agricultural to residential garden without planning permission at West Liddaton Farm, Coryton, EX20 4AD	

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8863 TRAINING REQUESTS

Although Cllrs have no immediate training requirements, it was noted that many of the training sessions offered by DALC and SLCC take place in working hours and out of the local area. Clerk to contact these organisations to see if there are any plans for evening training sessions closer to home.

CLERK

8864 ANNUAL RETURN

Clerk advised that this had been submitted and the period had now expired for members of the public to inspect the documents. There had been no requests.

8865 JOINT LOCAL PLAN

Clerk has a copy of the booklet produced by Plymouth City Council, South Hams District Council and West Devon Borough Council. The booklet introduces the Joint Local Plan and provides information including maps and details of potential sites and how the area will change through to 2034. Further information can be found via the following

links: www.southams.gov.uk/jointlocalplan or www.westdevon.gov.uk/jointlocalplan

Any parishioners wishing to see the booklet should be advised to make an appointment with the Clerk to view it at the Village Hall.

8866 CLERK'S PAY INCREASE

The National Joint Council for Local Government Services has reached agreement on new pay scales resulting in an increase in the Clerk's hourly rate to £9.299 to be backdated to 1st April 2016.

8867 HOUSING NEEDS SURVEY

A privately-funded survey was recently sent through the post to parishioners by a company called Chris Broughton Associates on behalf of a private developer, thought to be interested in building on a site in Mary Tavy. The survey was not supported by the Parish Council, West Devon Borough Council or the Dartmoor National Park and was completely separate from the recent discussions regarding affordable housing which took place at the last Parish Council meeting attended by Ms Rehagg (WDBC) and Mr S Prime (South Devon Rural Housing Association). Parishioners were advised not to complete the survey.

8868 VILLAGE NOTICEBOARDS

The boards outside the village hall are in a poor state of repair. Money was set aside in the budget for new ones to be bought. Cllr Adams will get quotes for new ones from a local contact.

JA

8869 STATION ROAD

Concerns have been raised about the recent renaming of the old Station House to 'Station Road' which has already led to confusion with delivery drivers looking for houses on Station Road. Clerk to contact WDBC (Mozza Brewer) Localities Engagement Officer for advice.

CLERK

8870 AIRBAND UPDATE

Cllr J Burrows to continue to phone Airband for updates. There is currently no new information available.

JB

8871 GENERAL FINANCE

The Clerk had previously shown the Chair a bank reconciliation and cash flow sheet together with the latest bank statement dated 01/07/16

1. Receipts (£) since the last meeting:

01/07/16	£97	CQ	Cemetery
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2. It was **RESOLVED** to approve the following payments made since the last meeting:

28/05/16	£207.67	SO	Clerks Salary
28/05/16	£20.00	SO	Clerks admin expenses
28/06/16	£207.67	SO	Clerks salary month
28/06/16	£20	SO	Clerks admin expenses

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

18/07/16	£60.50	000504	Clerks expenses (May and June)	*
18/07/16	£403.80 (+£307.80)	000505	A Phillips (Cemetery Maintenance)	**

* To include backdated pay rise April to July incl. Standing Order to be amended from August

** CQ 000500 previously issued for £307.80 'lost in post' and cancelled at Bank

4. It was **RESOLVED** to approve and sign the cash flow as at 01.07.16

5. It was **RESOLVED** to approve and sign the Bank Reconciliation as at 01.07.16

8872 **CORRESPONDENCE**

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

For information only:

Funding available for Dartmoor Communities

8873 **MINOR ITEMS**

Clerk will be on holiday from 23rd July until 5th August and will set up an 'out of office' reply to this effect.

8874 **DATE AND TIME OF NEXT MEETING** Monday 12th September 7.30pm, Brentor Village Hall

8875 **CLOSE** The meeting was formally closed at 8.45pm.