

DRAFT

Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall
On **MONDAY 16th July 2018** at **7.30pm**

Present: Cllr T Pearce (Chair), Cllr B Lemon, Cllr L Bristow, Cllr J Burrows

Apologies: Cllr S Burrows

In Attendance: Mrs C Oxenham (Parish Clerk), 3 Members of the Public

Public Question Time:

Two members of the public were concerned about the increase in dangerous and speeding traffic throughout the Parish. Cllr Pearce advised that the Parish Council were already aware of this problem and were continuing to pursue this through Devon County Council Highways. Parishioners were advised to take a note of registration numbers and report any specific incidents to the police.

A further query was raised re the issues on Darke Lane. This is addressed under minute 9069.

An email had been received from a parishioner unable to attend the meeting. The main points raised being affordable housing – addressed under minute 9069, the request that various people be invited to meetings (which may be done at the discretion and request of the Chair), and a request for information from the BPC representative attending the last Village Hall and Playing Field committee meeting, addressed under minute 9070.

9066 APOLOGIES FOR ABSENCE Cllr S Burrows sent her apologies (work commitments), there was no message from Cllr J Adams.

9067 DECLARATIONS OF INTEREST There were none to declare.

9068 APPROVAL OF THE MINUTES OF THE COUNCIL MEETINGS HELD ON 14th May & 2nd July 2018
An amendment was made to the minutes from 14th May in the section 'Public Question Time' – it is Mr R Taylor, *not* Mr R Good. Amendments were also made to the minutes of 2nd July - 9062 (f) Ms J Rumble and (h) Christchurch *churtyard* It was then **AGREED** that the Minutes of these meetings be adopted.

9069 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA
Members **NOTED** the action tracker circulated with the agenda.

Speed Limits – Clerk had returned the map to Highways who have confirmed that they will carry out a further speed check in the Burn Lane area. **ALL**

Wheelwrights Stone – Nothing further to report. **ALL**

Station Road signs – Cllr T Pearce will continue to chase this up. **TP**

Cemetery Wall – Cllr T Pearce advised that some grants may be available to help with the work needed in the cemetery – tying in and trimming the yew trees, up-righting, headstones and repairing/replacing the cemetery wall could all be encompassed as one project. Cllr T. Pearce has been advised by DNPA that they might be able to source the bricks needed for the wall repair. Clerk has contacted Pascoe's for a quote re the headstones. Nothing further can be done in the meantime. **ALL**

Housing survey – All agreed that the delivery of the survey had been very poor. It was not clear who the survey should be returned to if additional copies are required and the survey monkey link did not work. Lack of correct information also meant the deadline for the Brentor News was not met. Although the Parish Clerk has to be named as a point of distribution, no further contact details to contact her had been included in the survey. Cllr T Pearce will speak **TP/ALL**

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to Mrs A Rehaag later in the week.

BL/TP

Brentor Engine Nameplate – Cllr B Lemon and Cllr T Pearce are to visit the Plym Railway later this month to see if it is suitable to house the sign.

Darke Lane drainage – Cllr T Pearce had raised the concerns expressed by the Parish Council at the last meeting. In response, Mr R Taylor (DNPA) had confirmed that an alternative place had been found to put the mud scrapings. Having spoken to the contractor, Mr Taylor was of the opinion that the amount of stone was sufficient and that it would not need to be rolled in as it would firm up over time by farm and foot traffic. It was unanimously AGREED to proceed with the job, with the Parish Council contributing 50% of the cost as previously agreed. Any problems with the suitability and amount of stone can be addressed after the work has been done. Cllr T Pearce to forward details to the Clerk to organise.

TP/CLERK

Village Map – The map in the church car park is not suitable as a village interpretation board as it is not specific to Brentor and does not illustrate the detail needed. The best suggestion so far is to combine the maps used by various delivery drivers. A note to be put in the Brentor News to see if anybody has the skills and time to do this.

TP

CLERK

Flower pots/War Memorial – Cllr B Lemon reported that one of the nameplates on the War Memorial was loose. Clerk to contact DNP and local stonemason to ask for advice.

Village Beacon (Remembrance 2018)– A message had been received from DR DL Harris, Churchwarden at St Michael De Rupe and Christ Church re the planned celebrations to commemorate the ending of the first World War. The Church committee are hoping that the event can be a whole community event rather than just a church celebration. It is intended that a beacon will be lit, as with other parishes. It was AGREED that the Parish Council would actively support the event, although concerns were raised about the potential fire risk of a burning beacon on the moorland. Clerk will contact Dr Harris to see what has been organised so far.

CLERK

Church Spires for Mobile phone coverage – Nothing further to add. To be removed as an action until further information becomes available.

CLERK

GDPR (General Data Protection Regulations) – Clerk provided Cllrs with a proposed Privacy Notice and email notification. It was AGREED that these documents would be used. Clerk advised that she had no specific knowledge of exactly what is required to comply with the new regulations but hopes that over time, further clarification will be available. The next process is to formally contact all Cllrs for confirmation that they are happy for their details to be stored.

9070 **REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS**

Cllr L Bristow reported back from the last VH&PF Committee meeting. There had been lots of discussions regarding the state of the hall – quotes have been organised for works required to the ceiling and a surveyor has assessed that the floor is not dangerous. Further discussions had taken place about ideas for the use of the playing field and possible rebuild of the pavilion. Finally the administration of the committee is to be tightened with various bodies eg BPC, Church Council etc. having a designated member on the committee. The committee need to complete various official requirements such as registering with the charities commission. Minutes from meetings will also be more widely circulated and published. Although not asking for further financial support at this time (the Parish Council previously borrowed just over £43,000 in 2009 – the loan is due to be paid back by 2029), Cllr T Pearce offered to attend the

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next meeting on 6th September with Cllr L Bristow to give advice about loans which may be available.

Southern Links – Cllr T Pearce attended this meeting. The police were in attendance and in their crime report, highlighted the increase in drug trafficking. Gangs are coming it appears from the main Northern cities and Newton Abbot is possibly becoming the main distribution point for our County.

The format for applying for funding from the TAP and Community Funding is changing. In future any applications made have to be done as a joint application with another organisation, and must benefit more than one parish. This is going to be difficult to comply with as most parish applications only directly benefit the local area for which they have been applied.

9071 PLANNING MATTERS

There were no applications to consider. Clerk has contacted Dr. D Harris to ask if the Parish Council can hold ad hoc planning meetings in the church. Other than Monday evenings, it shouldn't be a problem. Clerk will check with Dr. Harris when another planning meeting is required.

9072 CEMETERY UPDATE

Clerk had contacted Mr A Phillips following the last meeting. Mr Phillips advised that to remove grass cuttings after each cut would be approximately £250 plus VAT. This is mainly due to the location of the cemetery - Mr Adams would have to park his trailer up the road and the cuttings would have to be wheelbarrowed up each time. He suggested leaving the cuttings and screening them off with a natural hedge.

Whilst cutting the grass round the individual graves may be more aesthetically pleasing, Mr Adams believes that to do so would be opposing the objective he was given in the first place. A decision has to be taken whether to manage the cemetery to keep it looking tidy or to be eco-friendly. A further discussion is to take place at the September meeting and new objectives to be decided before the next financial year. Mr Adams has suggested that if a tidy cemetery is the preferred option, we may have to look elsewhere for someone to take on the contract.

ALL

Cllr L Bristow and the clerk to organise a date to visit the cemetery and tidy up any deteriorating floral items.

LB/CLERK

9073 GENERAL FINANCE

a) The Clerk had previously shown the Chair bank reconciliations and cash flow sheet together with bank statements dated 2nd May, 10th May, 3rd June and 3rd July 2018.

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

28/05/18	£20.00	S/O	Clerks admin expenses
28/05/18	£282.77	S/O	Clerks salary
28/06/18	£20.00	S/O	Clerks admin expenses
28/06/18	£288.43	S/O	Clerks salary

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

11/06/18	£1600.46	BACS	PWLB
16/07/18	£21.60	CQ	Clerks expenses
16/07/18	£403.80	CQ	A Phillips (Cemetery Maintenance)

It was **RESOLVED** to approve and sign the cash flow as at 03/07/18

It was **RESOLVED** to approve and sign the Bank Reconciliation as at 03/07/18

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9074 CORRESPONDENCE

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

b) For information only:

Tavistock and District Local Transport Partnership thanks for the donation.
Seafarers UK

9075 MINOR ITEMS

Noticeboards – The old ones have now been given to the Bowden Commons at Liddaton who are able to refurbish them sufficiently to be of occasional use to them. This option was considered by the Parish Council but as they were in such a poor state and regularly opened to display information, they were no longer suitable. Cllr T Pearce has had enquiries from several parishioners concerned that the new oak boards have cost the Parish a substantial amount of money. Although the original price for them was £3070, the Parish Council worked hard to negotiate a discount and successfully applied for grants. VAT will also be claimed back, meaning that the final cost to the Parish Council (including fitting and delivery) was £150. All **AGREED** that a note should be put in the Brentor News to dispel any further concerns.

CLERK

Grit Bins – An email had been received from Highways advising that the grit bins are to be refilled if necessary. Of the ones the clerk has checked, they are all nearly full. Clerk will contact Highways and ask if there is a plan of where they are located.

CLERK

Phone Box – Cllr J Burrows had noticed that the phone box has been repainted. Unfortunately, the door has been closed whilst the paint is still wet and the door is stuck tight. Clerk will contact BT and ask for it to be sorted out as a matter of urgency.

9076 DATE AND TIME OF NEXT MEETING Monday 17th September 7.30pm, Brentor Village Hall

9077 CLOSE The meeting was formally closed at 8.53pm.