

## DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** held in Brentor Village Hall  
On **MONDAY 18<sup>th</sup> November 2019** at **7.30pm**

**Present:** Cllr T Pearce (Chair), Cllr L Bristow, Cllr D Williams, Cllr D Percival (Vice Chair), Cllr B Dawson, Cllr A Arnold

**Apologies:** Cllr S Fraser

**In Attendance:** No members of the public were present although County Councillor Philip Sanders attended.

### **PUBLIC QUESTION TIME**

No members of the public were present.

### **135-2019 APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr S Fraser.

### **136-2019 DECLARATIONS OF INTEREST**

Cllr T. Pearce declared an interest in item 4 – Matters Arising - Church Car Park Toilets and also Housing due to his position as West Devon Borough Council Ward Member. Cllr D Percival declared an interest in Housing as previously stated.

### **137-2019 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 14<sup>TH</sup> October 2019**

It was AGREED by all that the minutes of this meeting be adopted

### **138-2019 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA**

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

a) Church Car Park Toilets – Following a further meeting with officers, Cllr T Pearce advised that there are 3 options open to the Parish Council – to take them on in their entirety, to allow them to close in which case the site is likely to be closed by Spring, or to ask WDBC to run them for another year at a cost to the parish. It is understood that the church is willing to contribute but no figure has been offered.

Cllr L Bristow asked if we could still pursue the option of operating a refreshment van if we ask WDBC to run them for another year. It is thought that we would still be able to continue with this line of enquiry – any planning application would likely take some weeks and tenders then advertised.

After further discussion it was proposed by Cllr L Bristow that clerk should contact WDBC advising that the PC are prepared to make a financial contribution to keep them running for another year. As a separate issue, clerk will also contact the Diocese direct stating that a financial commitment (to be reviewed annually) is required to secure the continued running of the toilets and reminding them that if they are unable to commit to this, they will lose the toilets and car park. This decision was seconded by Cllr A Arnold and AGREED by all. Cllr T Pearce abstained from voting due to his position as WDBC Ward Member.

**CLERK**

Cllr D Percival also asked that clerk contact DNPA for evidence that they do own the car park as there is still some confusion about how they came to be involved in the land.

**CLERK**

b) Wheelwrights Stone – No further progress. Still ongoing.

**ALL**

c) Cemetery restoration and maintenance – Cllr B Dawson will look at the current spec for the cemetery and will draft a new revised plan by the next meeting on 9<sup>th</sup> December. It is hoped that the Parish Council will then be able to advertise for tenders, with a view to a new contract being put in place by April 2020

**BD**

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- d) Brentor Engine Nameplate – Still ongoing. Clerk had received an email from the VH&PF Committee suggesting that the engine sign is owned by the village hall and its fate should not be decided by the Parish Council. Clerk replied that the sign was gifted to the community, the Parish Council have been the custodians of the sign for many years now as there is no safe place in the village to keep it, and Mr Doidge's family have been consulted and are in agreement for the sign being temporarily loaned to the Plym Valley Railway, initially for 2 years. If secure facilities at the village hall become available, the sign will be returned and displayed in accordance with the wishes of the family of Mr Doidge. **TP**
- e) War Memorial clean – Now completed. Pascoe's have done a great job.
- f) Housing – Plans are expected to be submitted to the DNPA within the next couple of weeks.
- g) Review of Code of Conduct/Standing Orders/Financial Regulations – Suggested date for review 4<sup>th</sup> December 4.30pm. **TP/DW/  
CLERK**
- h) CPRE joining fee – Cllr D Williams had attended the planning meeting run by CPRE which he had found very well run and informative. It was proposed by Cllr D Williams, seconded by Cllr L Bristow and AGREED by all that the Parish Council should take out membership. Clerk to organise. **CLERK**
- i) Darke Lane/Fingerpost renewal – No response from the request for Rob Taylor (Ranger) to visit. Clerk to email again. Cllr P Sanders had recently visited the site when it was suggested that 65T of aggregate be added to tilt the camber. It was felt that although this would change the course of the water, it would not resolve the issue. **CLERK**
- j) Highland cattle – Cllr D Williams is now compiling a list of incidents. The cattle are now off the moor for the winter and some hedge reduction has already been done. It was agreed that Cllr Williams should contact DNPA (Rob Taylor) and ask that someone from the National Park contact the farmer. Cllr L Bristow also felt that ahead of the animals being returned to the moors next year, signs should be put up at either end warning people of the dangers and how to behave around the animals. **DW**
- k) Grant requests – So far requests have been received from the CAB and VH&PF Committee. **ALL**  
To be kept on file and discussed at a later date and before the precept is set.
- l) VE Day 75 - It was noted that the VH&PF are considering an afternoon tea and have asked the Parish Council to set aside a sum of money to contribute to this. To be addressed at the same time as grant requests.

### **139-2019 BRENTOR INN**

Cllr P Sanders advised that he was just as frustrated as Parish Councillors for the lack of action taken and the state of the site. Cllr T Pearce confirmed that DNPA and WDBC are now working together to try and resolve the issues surrounding the state of the Inn and surrounding land. Cllr Sanders then left the meeting.

### **140-2019 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS**

Southern Link – Attended by Cllr T Pearce. This was a special meeting organised for Highways to attend who had been noticeably absent from recent general Southern Link meetings. Speeding continues to be the main issue in general.

VH&PF Committee – Cllr L Bristow attended the last meeting. Main point of interest was that

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extensive repairs are now required on the Village Hall. A special meeting has been organised for 15<sup>th</sup> January to discuss the issues. The next general meeting is scheduled for 22<sup>nd</sup> January. Cllr D Percival will attend in place of Cllr L Bristow who is unable to attend.

### 141-2019 **PLANNING MATTERS**

There were no planning matters.

### 142-2019 **GENERAL FINANCE**

a) The Clerk had previously shown the Chair the Bank reconciliations and cash flow sheets, together with Bank Statements dated 10th October and 3<sup>rd</sup> November 2019.

b) Receipts - none

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

28/10/19	£377.65	S/O	Clerks Salary
28/10/19	£20.00	S/O	Clerks admin expenses

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

18/11/19	£711.60	CQ	J Jefferey (lengthsman)
18/11/19	£600.00	CQ	E Pascoe & Sons (War Memorial clean)
18/11/19	£12.80	CQ	Clerks expenses

e) Cllr T Pearce proposed that a donation of £75 be given to the Royal British Legion, seconded by Cllr D Percival and **AGREED** by all.

### 143-2019 **INITIAL DISCUSSION OF BUDGET FOR 2020/21**

Clerk had issued a copy of the first draft budget to Cllrs. There was a brief discussion. To be looked at in more detail at the next meeting. **ALL**

### 144-2019 **CORRESPONDENCE**

For decision/discussion:-

Highways Newsletter – Winter checks – Cllr D Percival will check grit bins to see if any more is required. Clerk will check with Mr J Burrows who may still have the sand bags previously ordered. **CLERK/DW**

WDBC – Devon Climate Emergency – To remain on the agenda until the Parish Council have a clear idea of ways they can contribute. **ALL**

Lynton Town Council – Fire Service Response – to defer reply until after the DSFRS meeting scheduled for 18<sup>th</sup> December. **ALL**

Devon Communities – Council Emergency Plan Preparation & Big Energy Saving Network Programme – It was agreed that clerk would request a presentation on the subject as suggested in the information received. **CLERK**

For information only:-

WDBC – Council Tax Support Grant withdrawal consultation results

VH&PF Committee - letter of thanks received for second half of grant payment (2019/20)

### 145-2019 **MINOR ITEMS**

Brentor Inn – discussed under minute 139-2019

Heathermead – Things are progressing with the owner.

### 146-2019 **DATE AND TIME OF NEXT MEETING** Monday 9<sup>th</sup> December 2019 at 7.30pm, Brentor Village Hall

### 147-2019 **CLOSE** The meeting was formally closed at 9.26pm