

Minutes of the Parish Council meeting held on 23 July 2018 at 7.30 p.m. in the Village Hall, South Brent. The Chairman of the Council welcomed everyone to the meeting.

Open Forum: Nothing was raised.

PC 1-7-18 Parish Council vacancy - co-option of a new Councillor

Two applicants attended the meeting and both were asked why they would like to become a Parish Councillor; *Cllr Paul Astal-Stain declared a personal interest in one applicant and Cllr Heidi Rodriguez declared a personal interest in the other applicant, they did not vote.* A ballot was requested and there being an equal number of votes for each candidate the Chairman's casting vote was in favour of Mr O'Connor, who signed the declaration of acceptance of office and joined the Council.

PC 2-7-18 Record of members present

Cllr Cathie Pannell in the Chair, Cllrs Paul Astal-Stain, Sue Gaskin, Ian O'Connor, Glyn Richards, Heidi Rodriguez and Greg Wall; four members of the public and Julia Willoughby clerk to the Council were present.

PC 3-7-18 Apologies for absence

Cllrs Paul Fennessy, Peter Kelly, Jane Maunder, John Rawlinson and District Cllr Smerdon have sent apologies; Cllr Carol Doree will arrive later.

PC 4-7-18 Declarations of interest (nature and extent) with regard to items on the agenda  
None declared.

PC 5-7-18 Consider the granting of dispensations

No applications.

PC 6-7-18 Public participation session with respect to items on the agenda

None.

PC 7-7-18 Police report (Crime and Disorder Reduction)

No report has been received. (Cllr Carol Doree arrived.)

The Council agreed the following item could be brought forward;

Correspondence:

- 3) South Brent & District Caring: grant application for £500 towards the client transport service. The Care Co-ordinator was present and advised the Council there are now 165 clients who need transport to hospital, their G.P., for shopping etc. there is a mileage allowance but it was not claimed by volunteers last year. With more volunteers coming forward this year the allowance is justifiably being claimed and a grant of £500 would mean the organisation could continue to offer this service. In September the first day trip will take place; a Memory Café has recently been started and chair yoga and gentle exercise are offered. Cllr Glyn Richards proposed a grant of £500 is made from the under-spend in community transport in 2017-18, seconded by Cllr Sue Gaskin and resolved by the Council.

PC 8-7-18 Confirmation of the accuracy of the Parish Council meeting held on 25 June

The minutes were confirmed and signed.

PC 9-7-18 Report matters arising from the minutes – for information only

None.

PC 10-7-18 District / County Councillors and DNPA Parish Council representatives report  
 District Councillor Steer is investigating the intermittent refuse and recycling collections in some areas of the village, there will be a special meeting about this later in the week.  
 District Cllr Steer was thanked for his efforts.

DCC Cllr Richard Hosking advised:

The missing double yellow lines at the entrance to Clobells will be provided this year.

The wrongly re-painted traffic arrow in Station Yard has been blacked out.

Double yellow lines requested between the entrance to Heather Park and Pool Park will probably be included in the development proposed behind Fairfield.

Crowdfund Devon is available for community enterprise projects.

Locality Fund applications have been received from the 'Warm and Well' project and from a parent and toddler group (*Cllr Glyn Richards declared a prejudicial interest*); the Parish Council has no issue with these applications.

Information on the sink hole in Fore Street will be sent on to Cllr Hosking and our DCC Highways Officer and Cllr Hosking offered to find out which utility company blocked Plymouth Road earlier today.

Cllr Cathie Pannell advised the Local Plan steering group is meeting, there should be a draft for consultation in November.

PC 11-7-18 Parish Council Committees and working groups and stakeholder groups:  
**Planning Committee** meeting held on 11 June were adopted; recommendation:  
 No changes to the terms of reference are required; agreed by the Council.

**Finance Committee** meeting held on 18 June recommendations:

A. The terms of reference state:

'Committee to comprise a minimum of 6 members'; agreed by the Council.

B. The only matter raised in the Internal Audit was that quarterly bank reconciliations should be carried out and minuted; noted.

C. The following funds are transferred to earmarked reserves:

Office supplies	£1,000
Local projects	(£1,000 - used for repairs to the adventure trail £838);
Community transport	(£500 South Brent & District Caring 7-7-18);
PBA	£900 (could be used for the Remembrance Service booklets)
Meetings/training	£180
Election costs	£100
Chairman's allowance	(£103 - £79 for meal on 4 May)
Defibrillators	£1,091

Receipts:

Network Rail	£1,000 to Station Yard
SB Action Group	£2,170 for Toll House
Cavanna	£5,000 for Recreation Field
Total	£11,441

Proposed by Cllr Glyn Richards, seconded by Cllr Heidi Rodriguez and resolved by the Council.

- D. An application is made for a Council Debit card, to a maximum of £500, held by the clerk; proposed by Cllr Greg Wall, seconded by Cllr Paul Astal-Stain and resolved by the Council.
- E. The Model Standing Orders 2018 are adopted by the Parish Council; proposed by Cllr Greg Wall, seconded by Cllr Paul Astal-Stain and resolved by the Council.

PC 12-7-18 Additional members of the Planning and Finance Committees, Traders Group and Recreation Association representatives are required

The Council agreed this will be deferred again to the next agenda.

PC 13-7-18 Councillors review their current Register of Interests

These are either noted 'no change' and signed and dated or an amendment form is to be completed and all forms returned to the clerk.

PC 14-7-18 SHDC response to request for S 106 funding

SHDC has sent on the formal offers of S106 funding for both the Recreation Ground car park £30,700 and improvements at Sanderspool Cross play area £30,660 to be signed and returned. Cllr Greg Wall proposed the S106 funding offers are formally accepted and each letter is signed by the Chairman, seconded by Cllr Glyn Richards and resolved by the Council. (Correspondence item 4. refers.)

The terms and conditions state that £10 million public liability cover is help by the Council; the clerk confirmed this and that payment can be flexible.

The remaining funds of £5,084 for play and £2,659 for outdoor recreation should be spent by 9.8.2022.

PC 15-7-18 Update on the Post Office at the Old School Centre

The Old School Centre is officially the permanent location for the Post Office from 25 July 2018.

PC 16-7-18 Correspondence circulated to Councillors:

- 1) Dr S Wollaston MP: Information on changes to Business Rates; this will be passed to the Traders' Local Consortium (TLC) for their views and reported back.
- 2) DNPA Ranger: DNPA is liaising with the Police regarding issues near Lydia Bridge. The reporter with the Ivybridge Gazette was thanked for helping with this issue.
- 3) South Brent & District Caring: grant application for £500 towards the clients transport service (see minute 7-7-18 above).
- 4) SHDC: covering email and letters detailing the S 106 grant offers (see minute 14-7-18 above).
- 5) A parishioner is concerned about antisocial behaviour; a follow-up item on tombstoning will be written for the local paper.
- 6) PCSO: response to issues near Lydia Bridge; noted.

PC 17-7-18 Planning matters:

*(Cllr Cathie Pannell left the room for this item and Chairmanship was passed to Cllr Glyn Richards.)*

Any amended applications – amended details on 0385/17 development of a business park at Marley Head, South Brent, have been sent on – for information only.

PC 18-7-18 How can the Parish Council support our local traders and retailers? Report from the working group

A report on the meeting held on 22 May had been circulated to Councillors. The working group is to be known as the Traders' Local Consortium and 19 people attended the first meeting.

Cllr Paul Astal-Stain was elected Chairman, a secretary was also elected.

Various matters including the following were raised:

A meeting with the Federation of Small Businesses will take place.

The help of a marketing expert may be considered.

The possibility of time-limited parking in the Station Yard car park and moving the recycling skips was raised; although neither suggestions are possible under the terms of the lease.

The suggestion of hanging baskets etc. was well received by the Council.

The Chairman congratulated Cllr Astal-Stain on an impressive start for this new Consortium.

PC 19-7-18 Possible introduction of wildflowers at sites owned or maintained by the Council

This matter will be deferred to the Open Spaces Committee meeting on 30 July.

PC 20-7-18 Works required in the Queen Mother's Garden at Clobells

This matter will be deferred to the Open Spaces Committee meeting on 30 July.

PC 21-7-18 Update on the Recreation Field

A report will be made at the August meeting.

PC 22-7-18 Consider arrangements for the Remembrance Service in 2018

Cllr Greg Wall advised all arrangements are proceeding satisfactorily; the special Service booklet for this year will be printed.

PC 23-7-18 Consider any Community Benefit Fund applications

Warm and Well South Brent has requested a grant of £1,000 towards drop-in sessions and to promote the project, which will be delivered by a local trained energy advisor; a grant of £1,000 was proposed by Cllr Glyn Richards seconded by Cllr Heidi Rodriguez and resolved by the Council.

PC 24-7-18 Can this community, through the Parish Council, help in the refugee crisis?

This item will be carried forward.

PC 25-7-18 Finance: Accounts for payment

The following payments were approved by the Council:

**PAYMENTS:**

Cheque signed 16 July:

Veaseys Printers: June newsletter x1450	355.00
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**Community Benefit Fund**

S Buckpitt (for residents of Webland Lane): CBF grant for purchase of litter picking equipment	250
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SB Judo Club: CBF grant towards fees for training camps, competitions and development programmes	1,000
Running total 2018-19	2,695
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SB Recreation Association: grant for repairs to the Adventure Trail	838.00
Pennon Water (Direct debit): charges for toilet at S. Cross	11.50
South Brent Village Hall: room hire (June)	12.00
South Brent Old School Community Centre Ltd: PC room hire	20.00
Refugee Group copying	10.92
SW Grounds Maintenance: June & July invoices	612.00
EDF Energy (Direct debit): electricity for toilet at S Cross	26.00
SHDC: turn off water & repair to wallgate	299.90
Open Spaces works: paint over graffiti in two bus shelters	240.00
IAC Audit and Consultancy Ltd: independent audit 2017-18	342.00
Home Force: plants for troughs	34.30
Payroll	1777.89
TOTAL	5,829.51
<b>RECEIPTS:</b>	
SB Com. Energy Society: interest	60.00
SB Twinning Association: grant refund	298.67

The result of the leak allowance application to South West Water is not yet known; this water usage of £707 added to the invoice from SHDC above (£299.90) represents a considerable sum, when the situation was exacerbated by SHDC. Cllr Steer will be sent the relevant details and meanwhile, Cllr Heidi Rodriguez proposed the cheque for SHDC is held, seconded by Cllr Greg Wall and agreed by the Council.

PC 26-7-18 Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) DCC: Double yellow lines will be provided on the SE side of the entrance to Clobells.
- b) A parishioner suggests a range of improvements such as speed bumps and a priority right of way system in the village and will raise these with other authorities.
- c) SHDC: The play area agreement for Sanderspool Cross will increase from £100 to £130 for this year; noted, still good value.
- d) SHDC news releases: Council's transformation; annual report; Communities Together Fund; tougher penalties for irresponsible dog owners.
- e) Devon Association of Local Councils newsletter.
- f) A parishioner suggests Totnes Road should be 'one way' for safety reasons; this is a matter for DCC but the proposal is not supported by the Parish Council.
- g) A parishioner suggests people are reminded in the Council newsletter that hedges should not be cut between 1 March and at least 1 August, to protect wildlife (unless for health and safety reasons); agreed.
- h) South Brent Primary School Governing Body report.
- i) DCC: the traffic sensitive streets consultation 2018 has ended, with some changes to the streets designated.
- j) Judo Club: email thanking the Parish Council for the Community Benefit Grant.
- k) Meditation Group: email thanking the Parish Council for the Community Benefit Grant.

- l) Highways England: grassland improvements are to take place along the A38, planting wildflowers to improve the appearance and support biodiversity.
- m) SHDC: report on the Devon and Cornwall Police annual community safety forum.
- n) Clerks & Councils Direct magazine.

All noted by the Parish Council.

PC 27-7-18 Report highway matters and any street cleaning required  
Issues are reported on-line.

PC 28-7-18 Items for press release and/or the newsletter  
Our new Councillor will provide brief details for publication.

The meeting closed at 9.02 pm.

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