

Minutes of the Parish Council meeting held on 22 January 2018 at 7.30 p.m. in the Village Hall, South Brent. The Vice Chairman of the Council welcomed everyone to the meeting.

Open Forum: None.

PC 1-1-18 Record of members present

Cllr Heidi Rodriguez in the Chair, Cllrs Carol Doree, Paul Fennessy, Peter Kelly, Antony Power, John Rawlinson, Glyn Richards; five members of the public and Julia Willoughby clerk to the Council were present.

PC 2-1-18 Apologies for absence

Apologies have been received from Cllrs Richard Fone, Sue Gaskin, Jane Maunder, Cathie Pannell and Greg Wall.

PC 3-1-18 Declarations of interest (nature and extent) with regard to items on the agenda

Cllr Peter Kelly declared a pecuniary interest in item 19 the lease with the Recreation Association, as he is the Chairman of that organisation.

Cllr Glyn Richards declared a pecuniary interest in item 12 a request for funding towards advertising the interim Post Office at the Old School Centre, as he is the Manager.

PC 4-1-18 Consider the granting of dispensations

No applications.

PC 5-1-18 Public participation session with respect to items on the agenda

Police report (Crime and Disorder Reduction)

Sgt Perrin who has been in post since October 2016, apologised that this was his first visit to the Parish Council meeting. He explained he is the team leader of Totnes West area working with PC Marshall and PCSO Broadhurst.

Crimes reported in December were two incidents of domestic related assault and a shoplifting (whereas in Totnes for the same month there were 49 crimes recorded).

Sgt Perrin expressed an interest in the availability of a room for use by Officers in South Brent, he was advised there are several possibilities.

During January some commercial burglaries have taken place and abandoned vehicles in Station Yard have been noted. Sgt Perrin was thanked for attending the meeting and left.

Update on the Post Office closure on 24 December and interim Post Office at the Old School Centre from 17 January; a request is made by the Trustees to the Parish Council to underwrite the costs of £250 for advertising this service locally

Mr Kennerley – Chairman of the Trustees was present and advised as an interim measure the Post Office is being housed at the Old School Centre on a Wednesday, Friday and Saturday morning and last week over 200 people attended. This is thanks to the hard work of a number of people and the arrangement is working well.

Cllr Richards explained if a retailer is not prepared to take on the Post Office, an outreach service will be advertised for tender and this could remain at the Old School Centre.

(*Cllr Richards left the room while a grant was considered.*) Cllr Paul Fennessy proposed a grant of £250 is made to the Old School Centre to support this important service for our community, seconded by Cllr John Rawlinson and resolved by the Council.

PC 6-1-18 Police report (Crime and Disorder Reduction)
(See minute 5-1-18 above.)

PC 7-1-18 Confirmation of the accuracy of the minutes of the Parish Council meeting held on 11 December 2017

The minutes were confirmed and signed.

PC 8-1-18 Report matters arising from the minutes – for information only
SHDC will be investigating savings from public toilets for the 2019-20 budget and will discuss the details with local councils.

PC 9-1-18 District / County Councillors and DNPA Parish Council representatives report and possible DCC contribution towards improved access and safety at Brent Island

DNPA Ranger Ella Briens reported outreach events are taking place at Shipley Bridge and footpath repairs near the dam will be funded from the Moor Otter project.

Recently 20 volunteers worked on Diamond Lane and there are three Volunteer Wardens in the parish.

An item will be submitted for the parish newsletter. Ms Briens was thanked for attending and left the meeting.

Devon County Councillor Richard Hosking congratulated everyone involved in securing a Post Office in South Brent.

Brent Island Trust has applied to DCC for funding towards access improvements and Cllr Hosking will support this if the Parish Council agrees; the Parish Council supports the work of the Island Trust and endorsed this application.

An anti-terrorism number 0800 789 321 will be publicised in the parish newsletter.

The budget is being considered by DCC and there may well be an increase of 5.99% for 2019-20.

A pothole action fund is available for the worst roads in the county.

District Councillor Smerdon hopes it will be possible for the toilets at Shipley Bridge to be taken over by DNPA and South West Water.

Correspondence circulated to Councillors:

4) J Richards: Our community should be dissuaded from leaving dog mess on the pavements in South Brent; what is the best way to address this? Ms Richards was present and is keen to be proactive in preventing this health hazard. If possible specific owners should be reported to the SHDC dog warden, meanwhile enquiries will be made about current posters and information available.

PC 10-1-18 Parish Council Committees and working groups and stakeholder groups:

A) Update from **Defibrillator Working Group** quotes for signs will be brought to the Council soon.

B) Minutes of the **Planning Committee** meeting held on 4 December 2017 were adopted.

PC 11-1-18 A budget of £61,821 (in total) is recommended for 2018-19; precept request to be made by 2 February

The clerk pointed out that the previous figure had been carried forward onto this agenda, the revised budget is £62,021.

It was noted that the lease with the Recreation Association may have implications for the budget (*Cllr Peter Kelly left the room while this was considered*).

The clerk explained a meeting took place earlier in the month, attended by Mrs A Nicholls and P Kelly (Rec. Assoc.) Cllr Glyn Richards, Mr T Osborne - Solicitor and herself.

Queries raised by the Recreation Association were addressed and the draft lease was amended.

The lease states the landlord (PC) should insure the building and the tenant the contents - the Parish Council already funds insurance for the outdoor facilities (through a grant).

Information on these costs were requested but the required details were not provided.

The Council agreed the insurance costs need to be established and the draft lease circulated to Councillors. This matter will be included on the next agenda.

Cllr Antony Power proposed the budget of £62,021 (in total) is recommended for 2018-19, seconded by Cllr Paul Fennessy and resolved by the Council.

PC 12-1-18 Update on the Post Office closure on 24 December and interim Post Office at the Old School Centre from 17 January; a request is made by the Trustees to the Parish Council to underwrite the costs of £250 for advertising this service locally

(See minute 5-1-18 above.)

PC 13-1-18 Correspondence circulated to Councillors:

- 1) R Toogood, Sustainable South Brent Hedges and Woodland Group: Works have been carried out in Railway Wood including repairs to the steps. The cost to date is £84.66 and further repair or replacement will cost either £24 or £85. Cllr Peter Kelly proposed replacement steps should be funded by the Council (total £170), seconded by Cllr Antony Power and resolved by the Council.
- 2) G Pannell: Could Royal Mail be contacted regarding the inadequate size of the post box in the centre of South Brent? The Council agreed this would be done.
- 3) Wakeleys Ltd: Complaint about the closing off of South Brent for a week and a claim for financial compensation for the Network Rail works. The Council noted the closure of Plymouth Road was for emergency repair works and the pavement works were notified some weeks before Christmas. The Parish Council has been negotiating a licence with Network Rail for a defined area of the Station Yard car park and is appalled that the Network Rail workforce has taken over the Station Yard and surrounding areas most notably during the first and third weekends of the works and these views have been passed to Network Rail in no uncertain terms.

The Parish Council advises Network Rail is contacted regarding compensation for loss of trade caused by Network Rail and contractors vehicles taking over the Station Yard.

An item on how the Parish Council supports local traders and retailers will be included on the next agenda.

- 4) J Richards: Our community should be dissuaded from leaving dog mess on the pavements in South Brent; what is the best way to address this? (See minute 9-1-18 above.)

PC 14-1-18 Planning matters:

Any amended applications: none.

PC 15-1-18 Station Yard car park: use by Network Rail for three weekends in January

South Brent Parish Council has decided that the licence agreement received today may be signed and returned to Network Rail; however, the Council is appalled by the manner in which this matter has been dealt with.

- The licence with Network Rail was not even sent to the Parish Council until after the works over three consecutive weekends had been completed.
- The agreement was for a particular and defined area of the Station Yard car park only.
- Network Rail operatives came to South Brent and parked wherever they chose, with no regard for local people and businesses.

The Council is shocked that Network Rail effectively trespassed in the car park and sent a retrospective licence, without making arrangements for the number of vehicles which it would have known were required for the works.

Cllr Paul Fennessy proposed the licence with Network Rail is signed and sent with a strongly worded letter (as above), seconded by Cllr John Rawlinson and resolved by the Council.

PC 16-1-18 Overview of the existing lease with SHDC of the Station Yard

This item will be carried forward to the next agenda.

PC 17-1-18 Consider the priority of specific options for housing development in South Brent

The Parish Council agreed that with the aspirations of South Brent Community Land Trust, South Brent has sufficient land allocated to meet the housing needs identified in the 2014 Housing Needs Survey.

When this allocated land has been developed, any further housing needs would require a further Housing Needs Survey, the next being due in 2019.

PC 18-1-18 Overview of the Christmas lights 2017

The Council noted tinsel started falling off in strong winds within days of the installation; the circuit of lights from the former 'Moortek' premises failed completely before the New Year; the lighting provided was not as agreed and overall had a piecemeal appearance. Torbay Display will be advised. Cllr Peter Kelly proposed payments of £20 should be made to the Butcher, the Rowan Tree and Moortek for electricity used.

PC 19-1-18 Report on a meeting of representatives of the Recreation Association and the Parish Council, regarding a lease

(See minute 11-1-18 above.)

PC 20-1-18 Repairs to the gates to the play area; a quote of £785 has been received. Should quotations be sought for repair and/or replacement of all the fencing and gates at the Sanderspool Cross play area?

Cllr Glyn Richards proposed only the essential repairs of replacing missing timbers on the gates and fencing should be carried out and the other works deferred, subject to quotes to

replace the fencing and gates; seconded by Cllr John Rawlinson and resolved by the Council.

PC 21-1-18 A 'No Exit' sign for Station Yard will cost £92.75, plus delivery
Cllr Carol Doree proposed this sign is acquired, seconded by Cllr John Rawlinson and resolved by the Council.

PC 22-1-18 Consider possible measures to prevent motorists parking on the cobbles in Wellington Square
This item will be carried forward.

PC 23-1-18 Nominations for the Community Champion Awards 2018
Nominations will be requested in the spring newsletter to be collated in March and included on the Council agenda in March.

PC 24-1-18 Update on the Recreation Field
Cllr Peter Kelly advised the Air Ambulance has used the landing site.
Funding from Cavanna for use of the car park at the Recreation field will be paid to the Parish Council.

PC 25-1-18 Consider possible arrangements for the Remembrance Service in 2018
This item will be carried forward.

PC 26-1-18 Nomination form for Buckingham Palace Garden Party on 5 June 2018
There were no nominations.

PC 27-1-18 IAC Audit has offered to act as Data Protection Officer, is the Council interested in this option?
Enquiries will be made about the possible costs.

PC 28-1-18 Consider any Community Benefit Fund applications
1. BASICS Devon: application for £920 towards a monitor for use by a rapid response volunteer emergency doctor.
2. Brent Birders: application for £250 towards production of the final report 'The Birds of South Brent Parish'.
Both applications were proposed by Cllr Glyn Richards, seconded by Cllr Peter Kelly and resolved by the Council.

PC 29-1-18 Can this community, through the Parish Council, help in the refugee crisis?
The group has had room hire etc. of £54 reimbursed by the Council during this financial year, up to £50 was agreed (PC 24-3-17). A further application will be expected for 2018-19.

PC 30-1-18 Finance:

Approved accounts for payment:

SWW (Direct debit): charges for toilet at Sanderspool Cross	9.00
EDF Energy (Direct debit): charges for toilet at Sanderspool Cross	23.07
Payroll: 3 payments	1723.43

(Cheques to be signed when a further cheque book is received)

South Brent Village Hall: room hire (Dec)	10.00
South Brent Old School Com. Centre Ltd: room hire	7.50

Smith of Derby: service clock	253.20
South Brent PCC: contribution towards grass cutting The Patch and 1910 & Mill. Cemeteries	647.50
SO Electrical: install defibrillator outside Old School Centre	90.00
H Duck: tree works, play area and Queen M. garden	120.00
Significant Signs: 2 village maps	175.20
TOTAL	3,058.90

RECEIPTS:

SB Village Hall: PV array top-up	2800.00
Devon Air Ambulance: grant towards helipad	1690.50

PC 31-1-18 Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) SHDC news releases: cyber-crime, developer's contributions, cold weather actions and community lottery.
- b) DCC Highways: White lines at the junction of Station Approach and Hillside will be listed for re-marking; poor reinstatement of the pavement in Church Street will be followed up; potholes between Didworthy and Shipley will be patched.
- c) SHDC: update on dog bins.
- d) Devon Association of Local Councils newsletters.
- e) Carnival Committee: email thanking the Council for the grant towards insurance.
- f) South Brent Community Energy Society newsletter.
- g) DCC temporary road closures: 29 Jan-2 Feb Church Street for works to pavements, 5-8 Feb. Harbournford Cross to Bloody Pool Cross.
- h) Clerks & Councils Direct magazine.
- i) Chateauneuf-du-Faou: New Year greetings from the Mayor.

All noted by the Parish Council.

PC 32-1-18 Report highway matters and street cleaning required

A pothole near St Petroc's Church will be reported on the DCC website.

PC 33-1-18 Items for press release and/or the newsletter

The deadline for the next newsletter is 4 March

PC 34-1-18 Items for the next agenda

Noted throughout the meeting.

The meeting closed at 9.58 p.m.