

DRAFT

Minutes of a Meeting of the **BRENTOR PARISH COUNCIL** held in Brentor Village Hall
On **MONDAY 11th February 2019** at **7.30pm**

Present: Cllr T Pearce (Chair), Cllr B Lemon, Cllr L Bristow, Cllr D Percival

Apologies: Cllr J Adams

In Attendance: Mrs C Oxenham (Parish Clerk)

Public Question Time: There was 1 member of the public present

Mr M Alderson (co-ordinator of BMCN) gave a brief summary of the work carried out by BMCN. The organisation which started in May 2017 now has 17 volunteers and has received 41 referrals. Although it was not possible to say how many of them were from the Brentor Parish, Mr Alderson did confirm that most of the committee and several of the volunteers are from the Parish. He also confirmed that the organisation comes under the umbrella of the Brentor Parochial Church and the accounts, following their audit, should be published by late March. Running costs are approximately £2000 pa. Although a sum of money from the Lottery Fund was received, this cannot be used for running costs. Mr M Alderson then left the meeting.

16-2019 **APOLOGIES FOR ABSENCE** Cllr J Adams had sent his apologies.

17-2019 **DECLARATIONS OF INTEREST** Cllr T Pearce declared a personal interest in item 4 – Matters Arising - Church Car Park Toilets and Item 4 – Matters Arising – Proposed Housing due to his position as West Devon Borough Council Ward Member. Cllr B Lemon and Cllr D Percival both declared an interest in Item 4 – Matters Arising - Housing Survey as both have family members who have registered an interest.

18-2019 **APPROVAL OF THE MINUTES OF THE COUNCIL MEETINGS HELD ON 21st January 2019**

It was AGREED that the minutes of this meeting be adopted.

19-2019 **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 – Although correspondence has been received from WDBC re the proposed transfer of the toilets, Cllrs are not satisfied that their questions and concerns have been properly answered and have asked for a further meeting with Mrs C Aubertin. It is now understood that there are 2 separate leases relating to the toilets and the car park. WDBC Members have to give their approval for the transfer of the car park, potentially delaying a final decision. Cllrs are unwilling to take on the toilets without the car park, as it is hoped in the future this will have the capacity to produce enough revenue to offset against the running costs of the toilets. Cllr T Pearce will contact DNPA to ask about the possibility of taking over the car park without the need for WDBC to be involved. Clerk will contact Mrs C Aubertin and ask for a suitable date for a meeting after 4pm.

TP/CLERK

Cllr D Percival had met with Mr P Hoade, Trademonger, who had provided a quote of £685 plus VAT for supplying and fitting a timed access control system – this would remove the need for someone to go and open and close the toilets each day. All Cllrs thanked Cllr Percival for his efforts and time spent regarding this subject.

Clerk will also contact Lydford Parish Council who have agreed to take over the running of their toilets, and South Zeal Parish Council who have been running theirs for several years, to find out who maintains them and what costs are involved.

CLERK

b) Speed Limits – No update.

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c) Wheelwrights Stone – No update.

d) Cemetery restoration and maintenance – Cllr T Pearce has arranged to meet Belinda Wheeler who carried out the ecological survey some years ago, later this week. Mr A Phillips has also provided a quote for a further years' contract which is a substantial increase on last years' prices. Further discussions will be needed following her advice.

TP/ALL

e) Brentor Engine Nameplate – Cllr T Pearce will speak again to the late Mr Doidge's daughter to organise a suitable date to take the sign to the Plym Valley Railway.

TP

f) Darke Lane drainage – The scheduled work has now been completed.

g) War Memorial Repair – Clerk has spoken to Pascoes who are unable to provide a quote as until the plaque is removed, they do not know how it was originally fitted. Clerk to ask again if they could give a 'worst case scenario' quote.

CLERK

h) Proposed Housing – Cllr T Pearce showed fellow Cllrs some draft drawings he had been sent by Mr R Ellis. Cllrs all unanimously agreed that they were not happy with the look of them and they were not in keeping with what had first been discussed. Clerk to officially inform Cllr T Pearce as Ward Member that this is the case.

CLERK

i) Requests for grants – BMCN – Following Mr M Aldersons earlier presentation, Cllr T Pearce proposed that £250 be awarded this year, seconded by Cllr L Bristow and AGREED by all. Clerk to write and suggest that the charity also approach other parishes next year.

CLERK

VH&PF – After a lengthy discussion, Cllr L Bristow proposed that £100 of the cost (of waste removal) be met by the Parish Council, seconded by Cllr D Percival. One Cllr was not in favour and one Cllr abstained from the voting. Approved by majority.

j) Email addresses – it was AGREED that new email addresses should be set up for use by the Cllrs so that personal ones are not being used. Cllr B Lemon will set 7 up which will be issued to all Cllrs as soon as possible.

BL

20-2019 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

VH&PF – Cllr L Bristow reported that there are lots of ideas for generally improving the playing field with plans to build a new shelter and invest in a toilet both being considered. A sub-committee has been set up to progress plans for a new village hall.

Commoners – Cllr B Lemon had attended this meeting. There is now a new secretary and treasurer in place. Cllr B Lemon had been asked if the Parish Council would consider a request to pay the Commoners insurance currently £272 pa. He was advised that any formal applications for grants would be considered.

21-2019 PLANNING MATTERS

WDBC 0257/19/VAR	Application for variation of condition 2 following grant of planning permission 3842/17/FUL (part retrospective) West Liddaton Farm, Liddaton, Coryton, EX20 4AD
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Cllrs queried the fact that there appear to be significant changes being proposed eg. Single storey to 2 storey building, double doors have changed from wood to metal and air conditioning units are being fitted. It was AGREED to seek further information. A decision is required by 1st March.

TP/CLERK

DRAFT

22-2019 GENERAL FINANCE

a) The Clerk had previously shown the Chair bank reconciliations and cash flow sheet together with bank statements dated 10th January and 3rd February..

b) Receipts

18/01/19	£739.45	Bank credit	VAT Refund
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c) It was **RESOLVED** to approve the following payments made since the last meeting:

04/01/19	£17.94	D/D	Dog Bin
04/01/19	£20.00	S/O	Clerks admin expenses
04/01/19	£288.43	S/O	Clerks salary

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

11/02/19	£12.80	CQ	Clerks expenses
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e) It was **RESOLVED** to approve and sign the cash flow as at 03/02/19

f) It was **RESOLVED** to approve and sign the Bank Reconciliation as at 03/02/19

23-2019 CORRESPONDENCE

There was no correspondence for discussion

24-2019 MINOR ITEMS

a) Heathermead – Cllr L Bristow wished to formally bring this empty property to the attention of the Parish Council. It is believed to have been empty for several years now. Cllr T Pearce will again make further enquiries with the relevant officers at WDBC. **TP**

25-2019 **DATE AND TIME OF NEXT MEETING** Monday 11th March 2019 at 7.30pm, Brentor Village Hall

26-2019 **CLOSE** The meeting was formally closed at 9.30pm.