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Minutes of the Annual Parish Council Meeting of **BRENTOR PARISH COUNCIL** held in Brentor Village Hall
On **MONDAY 15th April 2019** at **6.45pm**

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

Apologies: none

In Attendance: Mrs C Oxenham (Parish Clerk), 2 members of the public

Cllr T Pearce opened the meeting by thanking the parishioners for attending, and stating that as a result of the Borough elections which had not yet taken place, he was still in election purdah and may have to refer any questions to other Councillors.

The members of the public thanked the Parish Council for the work and commitment they had shown over the past year and for standing again as Councillors for another 4 year term of office.

Cllr T Pearce gave a brief summary of achievements over the past year – Housing – a lot of work and progress had been made and although some parishioners were not happy, most appear to be in favour of the proposals. The architects are now looking at comments made following their presentation and are making amendments. Mr J Drury asked if there was anything further parishioners could do to speed up the process. It was suggested that he could write to the County Councillor Philip Sanders to ask for his support of the project.

Toilets – This has been a very difficult matter. Cllr Pearce explained that there had not been enough time to make sure all aspects of a handover had been satisfactorily completed and in fact questions were still being addressed. The Parish Council had reached agreement in offering a sum of money to WDBC to enable them to run them for another year, as the alternative would have been to do nothing and see them demolished. Mr C Dawes understood the Parish Council's position but believed as most visitors (in excess of 10,000 pa) were coming to the church, he feels strongly that they should be asked to contribute more. Mr C Dawes suggested that the Parish Council write to the Diocese of Exeter explaining the position and explaining that the toilets might be forced to close if a significant contribution was not forthcoming for future years. Councillors agreed that there would be a review of funding during the next year. Mr C Dawes was also happy for a copy of a letter he had sent to the chairman of the Parish Council, to be published on the website.

Noticeboards – Up and running and well used.

Lengthsman – Has done extensive work throughout the parish.

Darke Lane – Was not without its problems and there is potentially more work to be done, but for now immediate problems have been addressed.

Cemetery – There is still a lot of work to be done here but there are many grants available which should enable most improvements to be carried out without significant cost to the parish. Mr C Dawes asked if a bin enclosure could be constructed as a bin previously purchased was now damaged as it keeps being blown into the road. There are also several bottles around the area which all lead to the cemetery looking very untidy.

The parishioners present made further comments in respect of a) The Brentor Inn, which was still an issue, although acknowledged that it was beyond the remit of the Parish Council; b) Wortha Farm which appeared to be in discussion with a hot air balloon company; c) The environmental impact of the current condition of the gorse on the commons. It was suggested again that the commoners be invited to a general parish council meeting to give a brief update on how the commons is being managed.

The parishioners then left the meeting and the APM concluded at 7.25pm.

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PUBLIC QUESTION TIME – There was one member of the public who introduced herself as Cllr Annabel Roberts, Conservative Party Candidate standing for election in the forthcoming Borough Elections. She had no questions.

43-2019 **APOLOGIES FOR ABSENCE** All present.

44-2019 **DECLARATIONS OF INTEREST** Cllr T Pearce declared a personal interest in item 4 – Matters Arising - Church Car Park Toilets due to his position as West Devon Borough Council Ward Member.

45-2019 **APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 11th March 2019**

It was AGREED that the minutes of this meeting be adopted. Proposed by Cllr B Lemon, seconded by Cllr D Percival and agreed by all.

46-2019 **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 – There is nothing further to report at this point. Clerk will contact Cathy Aubertin to see how far she has got with the costings information she was going to obtain. **CLERK**

b) Speed Limits – Clerk has again contacted Highways but there has been no response. Cllr L Bristow asked if there was nothing else the Parish Council could do eg put up signs indicating the sharp bends in the roads etc. It was AGREED that clerk would ask Mr C Dawes to put something on the website, encouraging anybody who has concerns about speeding to contact the parish council in writing. Clerk will then arrange a meeting with highways to come out and see where the problems are. Cllr D Percival will report the condition of the signs at either end of the village which are in a poor state. **CLERK/DP**

c) Wheelwrights Stone – No update.

d) Cemetery restoration and maintenance – Cllr B Lemon has drafted a proposed tender document which has been circulated to everyone. Comments are needed by the next meeting so that this can be progressed. In the meantime, it was AGREED that the clerk would ask the current contractor Mr A Phillips if he would be willing to do 3 cuts this year (latter part of May, July and late September/October) and also cut the hedge, in accordance with his quote previously supplied. It was requested that if he contacts Cllr B Lemon before he visits, he can arrange to leave bags there for him to put the grass cuttings in, which the Parish Council would then dispose of. This would cover this years' work and allow time for a further contract to be tendered and put in place for next year. **CLERK/BL**

e) Brentor Engine Nameplate – Cllr T Pearce will has been in touch with Mr K Vyvyan at the Plym Valley Railway. It is hoped that the sign will be moved after the elections have taken place. Mr Vyvyan is going to pass a copy of a draft loan agreement to Cllr T Pearce. **TP/DP**

f) War Memorial Repair – Clerk has been in touch with Pascoes who have agreed to go out and have a look at the War Memorial and provide a quote for repair, for a fee not exceeding £100. **CLERK**

g) Heathermead – Cllr T Pearce to continue to make enquiries. **TP**

h) Local Elections update – Cllrs L Bristow, D Percival, B Lemon and T Pearce have all been

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elected to stand for a further term of office. Cllr T Pearce thanked them again for their commitment. This means that although quorate, there are still a further 3 vacancies to be filled. Cllr J Adams had not completed his paperwork in time but would consider being co-opted. Clerk to find out if it would be correct procedure for this to happen at the May AGM, or if it should happen at further subsequent meetings.

CLERK

i) Bench – Cllr D Percival has been to look at the bench on the road on the way to the cemetery. It is in a bad state of neglect. It was thought that the bench had been donated to the parish by the Gerry family many years ago. Clerk to look back through the minutes. Cllr D Percival to get a quote for a new bench (and one for the cemetery). To liaise with clerk about also getting a quote for a new noticeboard and information board for the cemetery, as well as a map board of the village as previously discussed.

DP/CLERK

47-2019 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

VH&PF – Cllr L Bristow was unable to attend the last meeting although she had been given a copy of the minutes. Further reports are due soon about the village hall and whether it has the potential to last another 5 years or so. Work is progressing re the Playing Fields. Fundraising will be undertaken to raise money for a Woo Woo toilet and Lydford football team (100 members) has started using the field for training every Tuesday evening and eventually for Saturday matches. Cllr Bristow will find out if a fee has been agreed for this. It was again suggested that a fence should be constructed to mark the boundary for dog walkers. It was also agreed that clerk would write to the committee asking for some signage to be put on the gate about the dog bin. Cllr T Pearce will also talk to the locality officer about dog mess in the village and clerk will put a further item in the Brentor News

LB/CLERK
/TP

Southern Link – Cllr T Pearce attended. Unfortunately the application for joint funds with Peter Tavy and Mary Tavy for development of the playing fields was rejected as there were insufficient funds available; however there may be other avenues which can be pursued.

48-2019 PLANNING MATTERS

To consider planning applications received:

a) For decision:

DNPA 0128/19	Proposed: certificate of lawfulness for use of barn as mixed use storage and business, Wortha Farm, Brentor	Objections – There is insufficient information available on its intended use and activity.
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Cllr T Pearce abstained due to election purdah. All other Councillors were in agreement.

b) For information only:

WDDB 0511/19/TPO	T1: Oak – Fell, poor specimen, hollow at base to approx 2 metres from ground level; T2: Ash – Fell, poor specimen, hollow at base to approx 2.5 metres from ground level; T3: Chestnut – reduce limb overhanging main driveway at approx 12 metres from ground level, crown thin by up to 15% to reduce weight on diseased, leaning frame. Rowden House, Road from Rowden Farm Cross to Cloberry House, Brentor	Conditional consent granted.
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49-2019 GENERAL FINANCE

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

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b) Receipts

22/03/19	£32.00	CQ	Contribution from Plasterdown PC re SLCC Fee
09/04/19	£7231.50	BACS	1 st half precept

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

28/03/19	£20.00	S/O	Clerks admin expenses
28/03/19	£288.43	S/O	Clerks salary

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

15/04/19	£99.66	CQ	DALC subs
15/04/19	£250	CQ	BMCN grant
15/04/19	£750	CQ	VH&PF (1 st Half grant + waste disposal contribution)
15/04/19	£150	CQ	Brentor Commons Association grant
15/04/19	£100	CQ	CAB grant
15/04/19	£100	CQ	TDLTP grant (Ring and Ride)
15/04/19	£57.40	CQ	Clerk expense (March)
15/04/19	£17.94	DD	Emptying dog bin (winter service)

e) It was **RESOLVED** to approve and sign the cash flow as at 10/04/19

f) It was **RESOLVED** to approve and sign the Bank Reconciliation as at 03/04/19 & 10/04/19

50-2019 **NOMINATION OF PARISH MEMBERS TO DARTMOOR NATIONAL PARK AUTHORITY**

There are currently no nominations forthcoming due to other commitments of existing Cllrs.

51-2019 **CORRESPONDENCE**

a) For action/decision:

Request for letter of support from Brentor Commons

It was unanimously agreed to support an application Brentor Commons wish to make for funding from the Lottery Heritage Fund. Clerk to send a letter. **CLERK**

b) For information only:-

Seafarers UK – Fly the Red Ensign for Merchant Navy Day

Thanks from Brentor Commons Association for Parish Council grant

Thanks from VH&PF Committee for grant towards waste collection.

52-2019 **MINOR ITEMS**

a) Cllr B Lemon expressed disappointment that this year's Brenstock festival coincided with Glastonbury festival and also Armed Forces Day.

b) Cllr T Pearce queried the process of adding correspondence to the website as it had been noted that there had been nothing added for a while. Clerk explained that due to most items to process being received by email, it was becoming increasingly difficult to decide what should constitute 'correspondence'. It was suggested that clerk and the chairman voted in at the AGM next month should discuss.

53-2019 **DATE AND TIME OF NEXT MEETING** Monday 13th May 2019 at 7.30pm, Brentor Village Hall (AGM)

54-2019 **CLOSE** The meeting was formally closed at 8.53pm.