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Minutes of a Meeting of **BRENTOR PARISH COUNCIL** held in Brentor Village Hall
On **MONDAY 17th June 2019** at **7.30pm**

Present: Cllr T Pearce (Chair), Cllr D Percival (Vice-Chair), Cllr L Bristow

Apologies: none

In Attendance: 4 members of the public (including 2 who had put their names forward for co-option),
Mrs C Oxenham (Parish Clerk)

PUBLIC QUESTION TIME

A parishioner stated she had been told by the architect involved in drawing the plans for the proposed housing in Brentor, that as well as houses, there would be 3 additional areas – children’s play area, pond area and wildlife area, all of which the Parish Council would be responsible for maintaining. She wished to know how much money would be put aside to cover the costs. Cllrs explained that the priority at the moment was for the correct placement and design of the houses. They reassured her that there had been no request from anybody for the Parish Council to be responsible for maintaining any other areas which might be developed, and in any case it would not be normal practice for them to take on any maintenance of this sort. It was suggested that maybe the other areas had been general suggestions as to how the area might look and nothing had been finalised.

78-2019 **APOLOGIES FOR ABSENCE** All present.

79-2019 **DECLARATIONS OF INTEREST**

Cllr T Pearce declared a personal interest in item 5 – Matters Arising - Church Car Park Toilets due to his position as West Devon Borough Council Ward Member and Housing Survey. Cllr D Percival also declared an interest in item 5 - Housing, as previously stated.

80-2019 **CO-OPTION OF NEW COUNCILLORS**

Clerk had received letters of interest from 2 potential candidates. Mr David Williams and Mr Robert Dawson. Mr Williams stated he had previously been a Brentor Parish Councillor, was involved in the Brentor Community Trust, the Village Hall and various other village activities. He recognised the need for more people to serve on the Parish Council and was therefore putting his name forward. Cllr T Pearce proposed that he be co-opted onto the Parish Council, seconded by Cllr L Bristow and AGREED by all. The Declaration of Acceptance of Office was duly signed and Register of Interests form issued for completion and return to the clerk.

Mr Robert Dawson also understood that there was a need for people to sit on the Parish Council. He has lived in the village for a long time now, has previous experience in Local Government, has time on his hands and wants to contribute to the village. Cllr D Percival proposed that he be co-opted onto the Parish Council, seconded by Cllr L Bristow and AGREED by all. The Declaration of Acceptance of Office was duly signed and Register of Interests form issued for completion and return to the clerk.

Both were welcomed onto the Parish Council and were thanked for coming forward.

81-2019 **APPROVAL OF THE MINUTES OF THE MEETING HELD ON 13TH May 2019**

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

82-2019 **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 – It was **AGREED** that the meeting scheduled with WDBC for 4pm on 27th June at Kilworthy Park would still be useful. It seems unfair that Business Rates (over

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£3000 this year), are payable on a car park which has no income. The church are not allowed to take the toilets on, but enquiries should be made to see if they could be responsible for the car park and therefore be exempt from paying any Business Rates on this. Running costs for the toilets have now been estimated at between £6,000 - £7,000; a huge increase in the original sum quoted by WDBC. Cllr D Williams will write to Geoffrey Cox MP to highlight the situation. Cllr L Bristow and the clerk will compile a list of questions for clarification at the meeting. Clerk will contact Mrs H Harris and Mr D Harris to see if they have contacted the Diocese re a financial commitment. Clerk to email a copy of the breakdown of costs to Cllrs Dawson and Williams.

**CLERK/
ALL**

b) Speed Limits – Clerk received 3 letters from members of the public all concerned with speeding through the village. Although sympathetic, Cllrs are aware that this is a national problem and is not unique to Brentor and should now be taken up by local residents, rather than the Parish Council. Cllr D Percival suggested that concerned residents could register on the community speedwatch.org website – an organisation which trains people how to monitor speed correctly and pass the information on to the police. It was also suggested that concerned residents could raise the issue with their MP. Clerk will respond to the 3 enquiries and will also contact Tom Lee (Highways) to see if in the meantime he could carry out a 7 day check between the Brentor Inn and Church, and also before the junction turning off into the village.

CLERK

c) Wheelwrights Stone – No further progress.

ALL

d) Cemetery restoration and maintenance – Cllr Percival has now taken delivery of 2 new benches. One is to be placed in the cemetery and the other to replace the one on the road, currently hidden by overgrown shrubbery. The existing one in the cemetery will be cleaned up and re-varnished. Cllr Pearce will contact Mr N Tucker to see if he could sort the hedge out. It was AGREED that the Clerk would put a notice in the Brentor News asking if anybody would be willing to spare a few hours to help with some tidying up in the cemetery. Cllr Bristow will make a start. Cllr Pearce will also contact Jo Rumble (DNPA) re the stone pillars.

**TP/DP/
LB/
CLERK**

e) Brentor Engine Nameplate – Cllr T Pearce is liaising with Plym Valley Railway and will circulate a copy of the draft loan agreement used by the Railway.

TP

f) War Memorial Repair – Clerk to contact Pascoe's to see if they have any idea how much longer the plaque will take to repair. Cllr L Bristow had also noticed that the War Memorial is looking very dirty and is very badly weathered and in need of a clean. Clerk will ask Pascoe's for a quote and will also contact the War Graves Commission for advice.

CLERK

g) Heathermead – Cllr T Pearce advised that there is an ongoing legal investigation into this property. No further details available. Cllr D Williams had also noticed that a property on Burn Lane (believed to be known as the Artist Studio), was also unsafe.

TP

h) Housing survey – To be discussed in Part 2 at the end of the meeting.

83-2019

REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

VH AGM – Cllr Percival had attended this meeting. The main item of interest was confirmation that for now there are no plans to build a new hall. Although Cllrs are disappointed, they are respectful of the fact that the Village Hall committee do a fantastic job and accept their decision.

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Southern Links – No meeting

Dartmoor National Park Forum – No meeting

Cllr T Pearce has now been elected as the Lead Member for Communities. He will be able to pass on information about future funding opportunities, including the SeaMoor Lotto and Devon Crowdfunding.

New Councillors Course – Cllr Percival had found this very interesting. Cllr L Bristow is due to attend the next course on 18th September. Cllr Dawson would also like to attend. Clerk to pass on the information.

CLERK

84-2019

PLANNING MATTERS

To consider planning applications received:

a) For decision:

DNPA 0240/19	Single storey side extension at Holyeat Farm, The Old Shippen Road, Brentor	No objection/Neutral view
DNPA 0228/19	Erection of external wooden shelter on existing concrete base and compost toilet at field at corner of Burn Lane, Brentor	Support

b) For information only:

DNPA 0180/19	Replacement of flat roof over existing extension with pitched roof – 2 North Park, Brentor	Conditional planning permission granted
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	Refusal

85-2019

GENERAL FINANCE

a) The Clerk had previously shown the Chair the Bank reconciliations and cash flow sheets, together with Bank Statements dated 6th May, 10th May and 2nd June.

b) Receipts:-

21/05/19	£390	CQ	Cemetery (re Goodwin)
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c) It was **RESOLVED** to approve the following payments made since the last meeting:

03/05/19	£17.94	BACS	Dog bin emptying
28/05/19	£377.65	S/O	Clerks Salary
28/05/19	£20.00	S/O	Clerks admin expenses

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

17/06/19	£20.20	CQ	Clerks expenses
17/06/19	£396.00	CQ	Cllr D Percival- reimbursement for benches

86-2019

REVIEW OF BANK ACCOUNTS AND PROCEDURES

After a discussion about the pros and cons of internet banking, and taking into account the Cllrs differences of opinion, it was **AGREED** that the new Cemetery account would be opened as an online account, with the operation of the existing account being reviewed in 12 months.

CLERK

The Clerk has been sent a third cheque book. The middle series of cheques have been

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misprinted and the bank has advised that they should be destroyed. It was AGREED that cheque numbers 000601 – 000660 would be shredded.

87-2019 **CODE OF CONDUCT/FINANCIAL REGULATIONS/STANDING ORDER REVIEW**

Clerk to circulate all documents to all Councillors to read and make notes on and for any necessary updates to be discussed at the next meeting.

**CLERK/
ALL**

88-2019 **CORRESPONDENCE**

a) For information only:-

Letters from 3 members of the public discussed under item 82-2019 (b)

89-2019 **MINOR ITEMS**

a) Cllr T Pearce informed everyone that DCC had approved the decision to adopt Saint Boniface as the Patron Saint of Devon

b) Cllr T Pearce also stated that he has a meeting organised with WDBC Chief Officers re the continuing decline of the Brentor Inn.

90-2019 **DATE AND TIME OF NEXT MEETING** Monday 15th July 2019 at 7.30pm, Brentor Village Hall

91-2019 **CLOSE** The meeting was formally closed at 9.10pm.