

## DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** held in Brentor Village Hall  
On **MONDAY 9<sup>th</sup> March 2020** at **7.00pm**

**Present:** Cllr T Pearce (Chair), Cllr D Percival (Vice Chair), Cllr B Dawson, Cllr A Arnold, Cllr S Fraser

**Apologies:** Cllr D Williams, Cllr L Bristow

**In Attendance:** Mrs C Oxenham (Parish Clerk), 8 members of the public and 2 invited guests from Devon Communities Together (DCT).

Martin Rich, Community Projects Advisor (DCT) gave a brief outline of the role and advantages of having an emergency plan in place within the community. Such a plan would be held on a database which would give the emergency services a clear indication of skills and resources available within a community in the event of a crisis. Templates are available from DCT and grants of up to £250 are also available to assist in the writing of the plans. In addition to this, there is also up to £1500 in flood risk grants available which could be used to try and prevent disasters occurring, or for the purchase of things such as torches, fluorescent jackets etc. It was emphasised that if such a plan was to be written, whilst the PC would keep the records up to date and carry out an annual review, it would be the responsibility of the community to prepare it in the first instance. Martin will forward a copy of the templates to the PC.

There followed a short talk on Fuel Poverty. Martin advised that over the winter months, DCT are able to give advice to individuals or groups on things such as the pros and cons of smart meters, oil buying collectives and energy suppliers. Members of the public agreed that although the talk that evening had been interesting, the information provided had not been what was expected following advertisement of the event. Those members of the public present asked for a further drop-in session where individuals could discuss their own personal fuel arrangements, as well as receiving more community information re green energy, cavity wall insulation etc. Clerk will liaise with DCT and find a suitable date – suggested after a coffee morning.

The Parish Council meeting proper then commenced at 7.45pm

### **PUBLIC QUESTION TIME**

Members of the public were concerned about areas in the village where pipes are too small and drainage inadequate. Two areas identified were at the Coach House where water is regularly running down from the church and also off Gibbet Hill. Information from DCC has been recently published on the village website to indicate areas of responsibility. Clerk had also received an email from concerned resident about the pipe under the road near the Memorial. Clerk to contact Highways to see if they would be able to do a general survey and provide some advice.

Another member of the public also highlighted the Universal Service Obligation (USO) for Broadband Provision introduced by the Government in 2018. This is now being introduced from 20<sup>th</sup> March 2020. Ofcom estimated in December 2019 that approximately 155,000 premises (0.5% of UK) would potentially be eligible for the USO taking into account fixed-line and wireless connections. From 20 March 2020, requests can be made through BT. Once a request is made, there will be standards placed on BT for how quickly they must assess and deliver on requests for connections. In a nutshell, each household is believed to be entitled to an allowance of between £3 - £5K. To raise sufficient of this money to put a fibre optic cable across the moor would only need approximately 20 houses making this application – a very achievable figure. Further information about how you can do this is on the village website.

Finally, there was a further request for a meeting to be organised between DNPA, WDBC, the PCC and the Parish Council. H Harris produced a further set of figures which had been provided by WDBC and which indicated running costs for the toilets in 2018/19 to be £3665. Additional costs of £3358.55 were also paid in respect of Business Rates for the Car Park, bringing the total to £7023.55. Millie Bickle also stated that they had been advised that the car park would not be closed, even if there were no funds forthcoming from outside organisations to pay for them in the future, although the Parish Council has not been notified of this decision. Cllr Pearce is aware that WDBC will not

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supplement the running costs after the 2020/21 financial year and they will have to be taken on by the parish if they are to remain open.

**25-2020**     **APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr D Williams and Cllr L Bristow

**26-2020**     **DECLARATIONS OF INTEREST**

Cllr T. Pearce declared an interest in item 4 – Matters Arising - Church Car Park Toilets and also Housing due to his position as West Devon Borough Council Ward Member. Cllr D Percival declared an interest in Housing as previously stated.

**27-2020**     **APPROVAL OF THE MINUTES OF THE MEETING HELD ON 10<sup>th</sup> February 2020**

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

**28-2020**     **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 – Clerk will liaise with DNPA, WDBC and the PCC to organise a further meeting. **CLERK**
  
- b) Wheelwrights Stone – No further progress. Still ongoing.
  
- c) Cemetery restoration and maintenance – Cllr B Dawson with the help of Cllr S Fraser has drawn up a new specification to cover the period 1/06/20 to 31/12/2022. This will now be offered for tender. Clerk will put an advert on the website, noticeboard, Brentor News and Tavistock Times. Applications by 9<sup>th</sup> April, decision to be made at the next meeting (20<sup>th</sup> April) and successful applicant to be notified the following day. Both Cllrs were thanked for the extensive work they had done in producing this spec which provides a clear schedule of works. Clerk and Cllr Dawson will produce a contract for the successful applicant to sign. **CLERK/  
BD**
  
- d) Brentor Engine Nameplate – Still ongoing **TP**
  
- e) Housing – Cllr Pearce has received an email from Rob Ellis advising that there will be no further progress made until Homes England have secured funding. A decision is expected later this week following an announcement in the Budget about funding for affordable local needs housing. It is anticipated that if funding is received, the planning application can be submitted, however, if no money is forthcoming the development will not proceed for the foreseeable future. Cllr Pearce will inform Brentor colleagues when there is any information. **TP**
  
- f) Review of Code of Conduct/Standing Orders/Financial Regulations – Date to be set. **TP/DW/  
CLERK**
  
- g) Darke Lane/finger post renewals – Darke Lane work has now been completed. Although the work is not as expected it appears to be working for now. Mass fingerpost renewals are not now going ahead and will be done as and when required.
  
- h) Highland cattle – No update as Cllr D Williams absent.
  
- i) Devon Climate Emergency – No further information.
  
- j) Speed/ dangerous driving – Highways have agreed to do a speed check for a week. The PC are also investigating other possible ways to tackle the issues. **ALL**
  
- k) Brentor Inn – DNPA have confirmed that a ‘scheme of improvement and tidying up’ has been agreed, starting with the removal of the mobile home before the end of April. WDBC have confirmed that although there is an enforcement case pending, they are unable to offer an update but an officer is ‘due to discuss the matter with the Ward member’. No such discussion has yet taken place and it is thought that the next step may be to contact the Local Government **TP**

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Ombudsman for advice. Cllr Pearce to find out the contact details.

l) Post Box – Clerk has been in touch with the Post Office re the post box which has been removed from the wall outside the Inn. Royal Mail are waiting to hear back from their properties and facilities department with further details. **CLERK**

m) Councillors Training – Cllr S Fraser and Cllr A Arnold have now been booked on a ‘Being a Good Councillor Course’ on 20<sup>th</sup> July 2020. Cllr Percival asked about the possibility of a First Aid/defibrillator course. Clerk will make enquiries with Joe Rice First Aid as recommended by a member of the public. **CLERK**

### 29-2020 **REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS**

Cllr Dawson had attended the recent Cemetery Course. Although he enjoyed the day and found it interesting, he did think it was more appropriate for clerks and others who maintained the records.

### 30-2020 **PLANNING MATTERS**

DNPA 0071/20	Construction of external spiral staircase to provide a fire escape at Holyeat Farm, South Brentor	Support
DNPA 0060/20	Change of use of building used as a residential retreat to a single dwelling at Bonnaford, Moorland Retreat Road Past Hammer Park, Brentor	Support
DNPA 0097/20	Continued use of building for office accommodation and ancillary use at Wortha Farm, Brentor	Neutral view

### 31-2020 **GENERAL FINANCE**

a) The Clerk had previously shown the Chair the Bank reconciliations and cash flow sheets, together with Bank Statement dated 1<sup>st</sup> March 2020

b) Receipts since the last meeting:

20/02/20	£2000	BACS	PCC Contribution to toilets (2020/21 financial year)
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c) It was **RESOLVED** to approve the following payments made since the last meeting:

28/02/20	£20.00	S/O	Clerks admin expenses
28/02/20	£377.65	S/O	Clerks Salary

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

09/03/20	£55.00	CQ	Bere Ferrers PC (Cemetery Course fee)
09/03/20	£12.80	CQ	Clerks expenses
09/03/20	£360.00	CQ	J Jeffery (hedge trimming)

### 32-2020 **CORRESPONDENCE**

WDBC re dog bin charges – The increases in charges for emptying of dog and waste bins will be deferred for a year. However, the full cost, including any inflationary uplift will be applied in 2021/22 in order to reflect the actual cost of emptying the bins.

### 33-2020 **MINOR ITEMS**

Sandbags – Cllr Percival has sand bags but no sand. It was proposed by Cllr Percival, seconded by Cllr Pearce and AGREED by all that Cllr Percival purchase some sand which will be stored at the village hall. **DP**

34-2020 **DATE AND TIME OF NEXT MEETING** Monday 20<sup>th</sup> April at 7.30pm, Brentor Village Hall.

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35-2020 CLOSE The meeting was formally closed at 9.18pm