

DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** held virtually due to the Covid-19 pandemic
On **WEDNESDAY 27th MAY 2020** at **7.30pm**

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

Apologies: Cllr L Bristow

In Attendance: Mrs C Oxenham (Parish Clerk)

PUBLIC QUESTION TIME – There were no members of the public present.

- 36-2020** **TEMPORARY ADOPTION OF THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS)(FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS)(ENGLAND AND WALES) REGULATIONS 2020 – ‘ The 2020 Regulations’**
Cllr D Williams proposed that these be adopted, seconded by Cllr S Fraser and AGREED by all.
- 37-2020** **APOLOGIES FOR ABSENCE**
Apologies had been received from Cllr L Bristow
- 38-2020** **DECLARATIONS OF INTEREST**
Cllr T. Pearce declared an interest in item 5 – 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.
- 39-2020** **APPROVAL OF THE MINUTES OF THE MEETING HELD ON 9th March 2020**
Cllr A Arnold proposed that these minutes be adopted, seconded by Cllr D Percival and AGREED by all.
- 40-2020** **MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA**
Members **NOTED** the action tracker circulated with the agenda. It should be noted that most items are unable to be progressed due to the Corona virus situation.
- a) Devon Communities Together (Energy Saving Event) – A talk has provisionally been booked for 3rd October.
 - b) Devon Communities Together (Funding for Emergency Plan) – On hold
 - c) Church Car Park Toilets – on hold
 - d) Wheelwrights Stone – on hold
 - e) Cemetery restoration and maintenance – There has been one response to the advert for applications to tender for the cemetery maintenance from Mr D Elliott who tends other local parish cemeteries in the area. He has suggested meeting Cllrs to discuss specific requirements as he felt the spec was not precise enough to give an accurate quote. Cllrs Dawson, Fraser and Arnold will meet him (subject to social distancing rules). Clerk to organise. As the cemetery has not been maintained this year, a one-off quote will also be requested from Mr Elliott to bring the grass cutting back under control. Cllr Pearce also suggested a small working party could be formed to do a one off cut and tidy.
 - f) Brentor Engine Nameplate – Still ongoing
 - g) Housing – As there is currently no money coming forward for projects such as this, the Government have put a hold on everything of this nature.
 - h) Review of Code of Conduct/Standing Orders/Financial Regulations – on hold
 - i) Highland cattle – There are now highland cattle on the moors again although it is not known who owns them. Cllr S Fraser encountered them last week although it was difficult to say if they were being aggressive or were just curious about a lot of activity dog/horse/cars and people). She will pass a brief recount to Cllr D Williams who will keep a log of all reported incidents and will also try and establish who owns them in case there are further incidents.
 - j) Devon Climate Emergency – on hold
 - k) Speed/ dangerous driving – on hold

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- l) Brentor Inn and post box – No Progress to report
 m) First Aid/defibrillator course – on hold

41-2020 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

There have been no meetings.

42-2020 PLANNING MATTERS

a) For decision/discussion:

WDBC 0512/20/FUL	Installation of new bicycle rack and relocation of existing bin store to accommodate bicycle racks. Lydford Gorge Waterfall Entrance, Lydford	No objections
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b) For information only:

DNPA 20/006	Proposed tree works. Broadmead Barn	No TPO
DNPA 0071/20	Construction of external spiral staircase to provide a fire escape. Holyeat Farm, South Brentor	Conditional planning permission granted
DNPA 0097/20	Use of part of an existing agricultural barn for a purpose incidental to the occupation of the main dwelling house. Wortha Farm, Brentor	Conditional planning permission granted.

43-2020 GENERAL FINANCE

a) The Clerk had previously shown the Chair the Bank reconciliation as at 31st March 2020. Further cash flow sheets and bank statements dated 13th April, 3rd May and 13th May have also since been received and will be signed by the Chair in due course.

b) Receipts since the last meeting:

17/04/20	£7343	BACS	Precept (1 st half)
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c) It was **RESOLVED** to approve the following payments made since the last meeting:

28/03/20	£377.65	S/O	Clerks salary
28/03/20	£20	S/O	Clerks admin
28/04/20	£377.65	S/O	Clerks salary
28/04/20	£20.0	S/O	Clerks admin

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

27/05/20	£17.94	DD	Dog Bin empty (winter)
27/05/20	£170	CQ	Village Hall Hire (2019/20)
27/05/20	£24	CQ	J Jefferey (Clear blocked drain)
27/05/20	£12.80	CQ	Clerks expenses
27/05/20	£97.38	CQ	DALC subs
27/05/20	£500	CQ	Brentor Community Trust (Grant)
27/05/20	£100	CQ	CAB (Grant)
27/05/20	£775	CQ	VH&PH (1 st half + contribution to waste collection)
27/05/20	£40	CQ	Paul Webster (internal audit)
27/05/20	£55.40	DD	Elections recharge (2019)
27/05/20	£56.88	CQ	Tindle Newspapers (Advert for cemetery tender)
27/05/20	£315.72	CQ	Zurich Insurance

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44-2020 ANNUAL RETURN

I. It was **RESOLVED** to approve and sign the 2019/20 Certificate of Exemption and for it to be signed by the Clerk and the Chair

II. It was **RESOLVED** to approve the supporting accounts notes and for them to be signed by the Chair and Clerk.

45-2020 It was **RESOLVED** to complete and approve section 1 of the Annual Return 2019/20 and for it to be signed by the Chair and Clerk.

46-2020 It was **RESOLVED** to complete and approve section 2 of the Annual Return 2019/20 and for it to be signed by the Chair and Clerk

47-2020 CANCELLATION OF COURSE

Notice has been received that the 'Becoming a Good Councillor Short Course' due to be held in July which Cllr S Fraser and Cllr A Arnold were due to attend has been cancelled. No further dates have yet been provided.

48-2020 CORRESPONDENCE

For information:
DCC Improving Local Bus Services

Devon Communities Together – Broadband Universal Service Obligation (USO). This matter has also been raised by several residents who, although eligible for grants of up to £3,400 per property have been verbally quoted (Openreach seem unwilling to commit any quote to writing) in excess of £30K per property by Openreach to install fibre broadband.

Cllr T Pearce will be raising this matter with senior WDBC officers. He will also contact Mr John Sheldon who has previously been instrumental in successfully setting up other green cabinets, to see if he would be willing to meet and share his experience. Cllr B Dawson and Cllr D Percival will also contact Mr C Dawes who raised the issue with the Parish Council, with the intention of producing a letter to be sent to BT, Geoffrey Cox MP and Spotlight, via the Parish Council. Clerk to also put something on the website asking how many people would be prepared to go back from alternative providers, to BT, subject to cost, to try and gauge people's feelings and needs.

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49-2020 MINOR ITEMS

a) Cllr Dawson had previously sent a list of issues to the clerk he had encountered on various Public Right of Ways he had walked. Nothing had been done with this information, however, he reminded everyone that he had previously in December offered to help with the identification of fingerboards and posts, and this is what the information referred to. Clerk will pass on to DNPA/WDBC. Cllr Dawson was thanked for his input on this.

CLERK

b) Notice had been received from Brian Beasley (DNPA Tree Officer), that permission had been granted to the owner of The Coppice, Brentor to remove an infected mature ash tree standing in its grounds. The tree is exempt from the usual Notification process due to its poor condition caused by Ash Die Back Disease.

50-2020 DATE AND TIME OF NEXT MEETING To be decided at a later date depending on Government advice.

51-2020 CLOSE The meeting was formally closed at 8.38pm