

## DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** held virtually due to the Covid-19 pandemic  
On **Monday 10<sup>th</sup> August 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:** All present

**In Attendance:** Mrs C Oxenham (Parish Clerk)

**PUBLIC QUESTION TIME** – Mrs C Percival (VH & PF Committee) gave the Parish Council an update on Village Hall business, mainly the partial re-opening of the Hall in September. Priority will be given to certain groups eg. Parish Council for pre- arranged bookings, and will only be possible if a VH&PF Committee member is available to attend. A period of 72 hours will be enforced between each booking. Chairs will be set up in advance by the VH committee. There will be no coffee mornings, kitchen will be unavailable and the disabled toilet will be the only one in service.

Cllrs agreed that they would continue with zoom meetings for the meeting in September, and would review for October.

Mrs Percival acknowledged that Mrs L Bristow had resigned from the Parish Council but as she did not contact the VH committee they were unable to thank her directly for her work whilst attending their meetings as PC rep. As Cllrs are going to be attending VH meetings on a rota basis, Mrs Percival wished to clarify that they would not be considered as trustees and would therefore be unable to vote.

Finally, she reiterated the sentiments of Mrs Burroughs (chair) who had emailed the clerk regarding comments made in the minutes that it would be prudent to ring fence the grant of £10,000 recently received. She stated that the VH had already lost £9000 due to the pandemic and the money would be off set against this as stated in the ACRE report. Cllr Pearce stated that ring fencing had been a suggestion and he in no way doubted Mrs Stephens ability as Treasurer. He was simply making people aware as the PC may not be in a position to offer the same amount of financial support going forward. Mrs Percival replied that they would submit a request as usual next year and would see what happens.

She was thanked for attending and for the information she had provided.

Mr Drury had sent the clerk a copy of a letter he had recently written to the owner of Gibbet Hill regarding his obligations to keep the gully's clear of gorse and debris and prevent further flooding. Clerk will contact DCC regarding this matter - Cllr Pearce will forward details of the correct officers to contact.

**68-2020** **APOLOGIES FOR ABSENCE**

All present.

**69-2020** **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.

**70-2020** **APPROVAL OF THE MINUTES OF THE MEETING HELD ON 13<sup>th</sup> July 2020**

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

**71-2020** **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.

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- a) Co-option – Clerk has now received notification from WDBC that as no election has been requested, the process of co-option can begin. Clerk will advertise. Cllrs are also encouraged to spread the word. Forms can be obtained from the clerk or by downloading from the website under the PC main page. **ALL**
- b) Devon Communities Together (Energy Saving Event) – A talk has provisionally been booked for 3<sup>rd</sup> October. As this was intended to run after a coffee morning, the date may need to be changed. To be reviewed. **CLERK**
- c) Devon Communities Together (Funding for Emergency Plan) – Cllr Percival offered to be the main lead for this, with Cllrs Fraser, Arnold and Dawson assisting as required. Clerk will forward information from the previous self- help plan. **CLERK**
- d) Church Car Park Toilets – No response as yet from the church although Mrs Harris is believed to have been away. Clerk will contact her again. **CLERK**
- e) Wheelwrights Stone – on hold
- f) Cemetery restoration – on hold
- g) Brentor Engine Nameplate – Cllr Pearce has still not had a response from Plym Railway. Possibly still closed? **TP**
- h) Housing – Still waiting for finance allocation to be announced in September. On hold until then.
- i) Review of Code of Conduct/Standing Orders/Financial Regulations – on hold
- j) Devon Climate Emergency – on hold
- k) Speed/ dangerous driving – Cllr Pearce has contacted DCC to ask when the speed check will be done. **TP/  
CLERK**
- l) Brentor Inn – One of the caravans has now been removed and things are progressing behind the scenes. It is hoped more information will be available by the next PC Meeting. **TP**
- m) Post Box at Brentor Inn – No progress although Royal Mail have sent a courtesy email to say they are still investigating. **CLERK**
- n) First Aid/defibrillator course – on hold
- o) Broadband Universal Service Obligation (USO) – This is now progressing. Cllr Percival would be happy to compile a list of anybody who is experiencing difficulties with Airband or who is applying for USO. **DP/  
DW**
- p) Community Volunteer Group – Cllr Fraser recently attended a virtual meeting organised by Devon Communities Together. She was also involved in the previous group set up in Brentor and will continue to liaise with them. **SF**
- q) Allocation of Gmail addresses – Clerk is struggling to issue these with the security codes etc being time dependant. Will continue to allocate one at a time. **CLERK**
- r) Replacement of Brentor Village Sign – This has now been reported to Highways who have put in an order, although there is no money available at the moment. Clerk will contact our County Councillor to request some funds from his locality budget. **CLERK**

### **72-2020 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS**

Cllr Arnold had attended a virtual meeting regarding electric vehicle charging points. **AA**  
Although not particularly relevant at the moment for Brentor (due to the significant financial impact it would have), it was felt that maybe in the future (maybe when the Village Hall is regenerated), it could be considered. Cllr Arnold will distribute some main points.

### **73-2020 PLANNING MATTERS**

a) For discussion:

DNPA 0332/20	Erection of two storey side extension Westford Cottage, Lydford	Cllrs to read planning documents, notify clerk of response and ratify decision at next meeting.
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### 74-2020 GENERAL FINANCE

a) The Clerk had previously circulated an up to date financial summary (as at 2<sup>nd</sup> August) prior to the meeting.

b) Receipts since the last meeting:

nil

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

28/07/20	£377.65	S/O	Clerks salary
28/07/20	£20	S/O	Clerks admin

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

10/08/20	£5.40	CQ	Clerks expenses
10/08/20	£400.00	CQ	Dean Elliott (Cemetery cut)

### 75-2020 TRAINING

A new Cllr Course is being run online over 4 x 1 hour sessions at a cost of £15 (plus VAT) per session. It was **AGREED** that Cllr S Fraser and Cllr A Arnold would attend. Proposed by Cllr Pearce, seconded by Cllr Williams and agreed by all. Clerk to organise.

**CLERK**

### 76-2020 MINOR ITEMS

Highland cows – there have been no reported incidents. Most of them appear quite docile if given a wide berth, however there is one which is blonder in colour with longer horns which does seem to be less calm than the others.

Abbey Car Park – Cllr Pearce informed everyone that there is going to be a consultation to change this car park from long to short stay. It is hoped that if approved, more people would be encouraged to pop into Tavistock and visit the shops, knowing they only had to pay a small parking charge. Cllr Pearce will circulate the link to the document and people should be encouraged to read it and vote.

**TP**

Clerk had noticed that the defibrillator box is becoming very rusty on parts. The SW Ambulance Trust have said that the box was supplied separately and they are not responsible for it. Clerk to contact Cllr Lane (Peter Tavy) who organised the purchase of the boxes originally. Alternative heavy-duty plastic ones may be a better option going forward. Clerk will let Cllr Fraser know if a new one needs to be purchased as she may have a contact.

**CLERK**

### 77-2020 DATE AND TIME OF NEXT MEETING

Virtual meeting - Monday 14<sup>th</sup> September at 7.30pm

### 78-2020 CLOSE The meeting was formally closed at 8.44pm