

DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** held virtually due to the Covid-19 pandemic
On **Monday 14th September 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

Due to internet difficulties, Cllr D Percival took the chair.

Apologies: All were present although due to the poor quality of the internet, Cllr S Fraser and Cllr A Arnold were not able to fully participate in the meeting and left part way through. Cllr B Dawson was also not able to attend the latter part of the meeting.

In Attendance: Mrs C Oxenham (Parish Clerk)

PUBLIC QUESTION TIME

No members of the public attended.

79-2020 APOLOGIES FOR ABSENCE

All present.

80-2020 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.

81-2020 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 10th August 2020

It was AGREED by all that the minutes of this meeting be adopted. Proposed by Cllr S Fraser, seconded by Cllr T Pearce.

82-2020 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA

Members **NOTED** the action tracker circulated with the agenda.

- a) Potential flood risk Gibbet Hill – It is understood that the Head of Highways has now been in touch with the land owner. No further action is required by the Parish Council at this point.
- b) Co-option – There have been no enquiries. Clerk will readvertise with an open date. Any applications will be considered at the next meeting. **CLERK**
- c) Devon Communities Together (Energy Saving Event) – A talk has provisionally been booked for 3rd October. As this was intended to run after a coffee morning (which are currently being held on the playing field), it is possible the date will need to be re-arranged. Clerk to wait for Devon Communities Together to suggest how they will be able to run the event. **CLERK**
- d) Devon Communities Together (Funding for Emergency Plan) – Cllrs Percival and Fraser have produced a list of items suggested for purchased (eg torches/snow shovels/reflective tabards etc). It is thought that most emergencies would be weather related eg. flooding, snow and fallen trees. The purpose of the emergency group is to help as much as possible until specialists and emergency services can attend. Funding may be available up to £600. Cllr Percival also suggested investing in some floodlights which could be powered with the VH generator (the VH being able to borrow the floodlights in return). The application form is near completion (Cllr Percival might need help to complete it) and Cllr Fraser is updating the list of contact numbers (to be reviewed every year). **DP/SF**
- e) Church Car Park Toilets – Cllr Pearce has asked WDBC officers to produce a current set of costs. The Bill regarding the abolishing of Business Rates on public toilets has not yet been **ALL**

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- approved by the House of Lords. Mrs H Harris is continuing to pursue the Diocese.
- f) Wheelwrights Stone – on hold **ALL**
- g) Cemetery restoration – this now needs to be revisited.
Grants of Exclusive Rights of Burial – Cllrs Williams and Pearce to go through the cemetery records with the clerk to make sure everything is in order. Date to be arranged. **CLERK TP/DW**

Cllrs Arnold and Fraser left the meeting at this point.

- h) Brentor Engine Nameplate – Cllr Pearce has still not had a response from Plym Railway. Website states re-opening on 27th September so hopefully there will be some contact soon. **TP**
- i) Housing – Still waiting for confirmation from Homes England that they will pay the extra money required. **ALL**
- i) Review of Code of Conduct/Standing Orders/Financial Regulations – date needs to be set. Clerk to suggest some dates **CLERK TP/DW**
- j) Devon Climate Emergency – on hold
- k) Speed/ dangerous driving – DCC have conducted a 7-day speed check (prior to lockdown) which showed no evidence of a speed problem. There is little more the Parish Council can do, other than to let residents know.
- l) Brentor Inn – Appropriate action is being taken although no further details are available at the moment. **ALL**
- m) Post Box at Brentor Inn – No further updates available. **CLERK**
- n) First Aid/defibrillator course – on hold
- o) Broadband Universal Service Obligation (USO) – Mr R Ormsby is gathering information from residents in the Liddaton area. He will pass the information on to Cllrs Percival and Williams to collate. **DW/DP**
- p) Community Volunteer Group – No update **SF**
- q) Replacement of Brentor Village Sign – Clerk to get a quote and make an application for funds from Cllr Sanders Locality budget. **CLERK**
- r) Defibrillator box and battery – Clerk has received a quote for £294 (incl VAT) for a new battery. Cllr B Dawson proposed that this be purchased, seconded by Cllr T Pearce and AGREED by all. Clerk will ensure the old battery is correctly recycled. Quotes of in excess of £500 have been received to replace the cabinet. Cllr Dawson thinks the original cabinet can be repaired. Cllr Williams will also have a look. **DW/CLERK**

Cllr Dawson left the meeting at this point.

83-2020 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

Cllr Percival attended the VH and PF Meeting. Following advice from Devon Communities Together, the hall has now been set up to meet current covid regulations. Coffee mornings on the playing field are proving very successful. There are car boot sales planned for 4th October and 1st November. Money is currently being raised for equipment for the second part of the playing field (£8,000 - £10,000 required). A sub- committee has also met to discuss the rebuild of the hall. Next meeting 4th November. Clerk will send an email to ask for next volunteer Councillor to attend. **CLERK**

84-2020 PLANNING MATTERS

a) For discussion:

DNPA 0384/20	Erection of summer house and greenhouse in garden at Heatherlands, Brentor	Support
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85-2020 GENERAL FINANCE

a) The Clerk had previously circulated an up to date financial summary (as at 1st September)

b) Receipts since the last meeting:

17/08/20	£309	CQ	Cemetery fee (Marshall)
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c) It was **RESOLVED** to approve the following payments made since the last meeting:

28/08/20	£377.65	S/O	Clerks salary
28/08/20	£20	S/O	Clerks admin

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

14/09/20	£675.00	CQ	2nd half VH & PF Grant
14/09/20	£10.80	CQ	Clerk expenses
14/09/20	£100.80	CQ	Clerk backdated pay to 1 st April
14/09/20	£132	CQ	Clerk (reimbursement for payment to 'Shaws' for purchase of Grants of Exclusive Rights of Burial.
14/09/20	£294	CQ	Oakley services (defibrillator battery)

86-2020 CLERKS PAY RISE AND ANNUAL INCREMENT

Local Government Services Pay Agreement has now been reached. Cllr D Williams proposed that the clerk be awarded the annual increment and pay rise, seconded by Cllr D Percival and AGREED by all present. Clerk will organise the amendment of the Standing Order.

CLERK

87-2020 FUTURE MEETINGS

Meetings will continue to be held remotely and will be reviewed on a month to month basis. Clerk is seeking further clarification from SLCC re the possibility of holding face to face meetings. Other platforms may prove more successful than Zoom (eg Skype/Google Hang-ups). It was suggested that Cllrs try the other options and see if any would be more efficient.

ALL

88-2020 MINOR ITEMS

WDDB are running an awards recognition scheme for community groups and individuals who went above and beyond during the covid lockdown. Clerk will circulate the details.

ALL

War Memorial repair – Pascoes have quoted £75 plus vat to fix a new bolt head. Clerk will ask if there is any reason they appear to be breaking (possibly age) and will ask for a quote for replacing them all.

CLERK

Planning for the Future – It was AGREED that clerk would draft a letter of objection to the Governments proposals to changes in planning, to be forwarded as well to our local MP.

**CLERK/
ALL**

89-2020 DATE AND TIME OF NEXT MEETING

Virtual meeting - Monday 12th October at 7.30pm

90-2020 CLOSE The meeting was formally closed at 9.24pm