

DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** held virtually due to the Covid-19 pandemic
On **Monday 12th October 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

No members of the public attended.

91-2020 APOLOGIES FOR ABSENCE

All present.

92-2020 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.

93-2020 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 14th September 2020

It was AGREED by all who had been present for the duration of the last meeting, that the minutes of this meeting be adopted. Proposed by Cllr Percival, seconded by Cllr Pearce.

94-2020 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA

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

- a) Co-option – There have been no enquiries. **ALL**
 - b) Devon Communities Together (Energy Saving Event) 3rd October. This was cancelled due to Covid restrictions. Zoom events are being held on 15th and 22nd October. Further information can be found at:
<https://www.eventbrite.co.uk/e/energy-saving-advice-that-can-help-bring-down-the-energy-costs-of-household-tickets-122044236597>
 - c) Devon Communities Together (Funding for Emergency Plan) – Cllrs Percival and Fraser are nearing completion of the application form and Cllr Percival is arranging some costings for the items needed. It is not clear if they have to be bought in advance or if a grant to buy them may be given first. Cllr Fraser is updating the Emergency Contact document. Clerk to put a note in the Brentor News asking for any people willing to volunteer in an emergency to pass their details to Cllr Fraser. The updated list will be circulated to Cllrs when it has been completed. Cllrs Percival and Fraser were thanked for their work so far. **DP/SF**
- Cllr Fraser had attended the first part of her ‘Being a Good Councillor Course’ where it had been suggested that a lead emergency co-ordinator for the parish be appointed. Cllr Percival volunteered for this. Proposed by Cllr Pearce and AGREED by all that he should be the first point of call, followed by contact details for the other Councillors should he be unavailable in an emergency.
- d) Church Car Park Toilets – Mrs H Harris has now involved the Archbishop of Plymouth. Discussions are continuing. The utility costings need to be revisited as they have been distorted by the toilets closure at the height of the pandemic. **ALL**
 - e) Wheelwrights Stone – no update **ALL**
 - f) Cemetery restoration – It was agreed by all that the cemetery was looking much better

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- and Mr Elliot and his team were doing a good job of cutting the grass. Cllr Dawson queried Mr D Elliott's suggestion that he would use his mulching mower to remove grass cuttings from the cemetery. This was contrary to the specification which had been agreed and is not good environmental practice. It was AGREED by all that clerk go back to him and ask him to rake and remove the cuttings as per the spec. Clerk to also contact Pascoe's again to get an updated cost to reinstate the headstones which have fallen over. **CLERK**
- g) Grants of Exclusive Rights of Burial – Meeting organised (26/10/20) for Cllrs Williams, Pearce and clerk, to go through the records and create an up to date pricing structure, subject to approval from all at the next meeting. **CLERK TP/DW**
- h) Brentor Engine Nameplate – Cllr Pearce has now heard from Plym Valley Railway. As they are not fully operational at the moment and will be closing again in November, they have requested that they postpone receipt of the nameplate until they re- open next year. They will contact Cllr Pearce in February when they have an opening date. After some discussion it was AGREED that the sign remain in safe keeping at Kilworthy until next spring. **TP**
- i) Housing – Cllr Pearce reported that progress is being made and he should be able to provide a further update at the next Parish Council meeting in November. **TP**
- j) Review of Code of Conduct/Standing Orders/Financial Regulations to be discussed on 26/10/20 if time allows. **CLERK TP/DW**
- k) Devon Climate Emergency – on hold **ALL**
- l) Brentor Inn – Progress is being made although no further details are available at this time. **ALL CLERK**
- m) Post Box at Brentor Inn – No further updates available. **CLERK**
- n) First Aid/defibrillator course – on hold **ALL**
- o) Broadband Universal Service Obligation (USO) – Cllrs have had varying degrees of success in trying to make progress. As well as the main part of the village which is served by the Mary Tavy exchange, the peripherals are supplied through the Chillaton exchange. It was suggested that if individual Cllrs could put together a brief explanation of the problems they are encountering, clerk will collate them and write to the Chief Executive of WDBC (Andy Bates). **ALL**
- p) Community Volunteer Group – There is nothing to report as the group are not currently active, but are on standby should they be needed again in the future. **SF**
- q) Replacement of Brentor Village Sign – Cost of sign will be approximately £105. Clerk to complete application form for funding from Cllr Sanders Locality Budget. **CLERK**
- r) WDBC – Awards recognition scheme – The majority of Cllrs agreed that the Parish generally pulled together in the crisis and nobody was particularly outstanding enough to warrant an award.
- s) War Memorial Repair – Waiting to hear from Pascoe's. **CLERK**

95-2020 **REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS**

Cllr Pearce had attended the Southern Links Meeting. The main focus was how individual Parishes had dealt with the pandemic. Cllr Arnold is to attend the next VH and PF committee meeting on behalf of the PC on 4th November.

96-2020 **PLANNING MATTERS**

a) For discussion:

DNPA 20/0057	Proposed Tree Works - Roseland Schedule of works – 1. Maple - Fell	No objections
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No objections, although Councillors were confused by the different descriptions of the trees (Maple, Acer and Beech were all referred to which all appear to be the same tree.)

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97-2020

WDBC 2674/20/FUL	Conversion of two redundant agricultural buildings to C3 residential West Liddaton Farm, Road from Broadtown to Liddaton Green Farm, Liddaton, Coryton, EX20 4AD	Object
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Councillors strongly object to this application on the grounds that the information provided with the application appears to be inaccurate. There is no mains water in the area so it would not be possible to 'tap into' the mains. The supply of electricity could also pose a problem. Concerns were also raised about the positioning of the septic tank. Cllrs request further clarification.

b) For information:

DNPA 0332/20	Erection of two storey side extension, Westford Cottage, Lydford	Grant of Conditional Planning Permission
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GENERAL FINANCE

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

b) Receipts since the last meeting:

17/09/20	£7343	BACS	2 nd half precept
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c) It was **RESOLVED** to approve the following payments made since the last meeting:

28/09/20	£377.65	S/O	Clerks salary
28/09/20	£20	S/O	Clerks admin

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

01/10/20	£17.95	BACS	Dog bin emptying
12/10/20	£5.40	CQ	Clerk expenses
12/10/20	£36.00	CQ	CPRE
12/10/20	£150	CQ	D Elliott (Cemetery cut)
12/10/20	£57.54	CQ	Oakley Services (defibrillator pads)
12/10/20	£72	CQ	DALC (Cllr S Fraser course)

98-2020

CPRE MEMBERSHIP

Cllrs were in agreement that the membership should be renewed. Proposed by Cllr Percival, seconded by Cllr Arnold.

99-2020

CORRESPONDENCE

Notification from WDBC to increase dog bin emptying charge from April 2021.

Thanks received from VH & PF Committee for 2nd half of grant

100-2020

MINOR ITEMS

Planning for the Future – Final draft version was approved by all. Clerk to issue.

CLERK

Cllr Pearce had been contacted by a member of the public who was upset to have had an altercation at the playing field on Saturday. Cllr Percival was also aware of the issue although his description of the incident was different to the one told to Cllr Pearce. The crux of the matter appears to have been a socially distancing problem. Although not Parish Council business, it was suggested that the VH & PF Committee write to Millie Bickle and ask her to enforce social distancing amongst her customers in line with Government advice

101-2020

DATE AND TIME OF NEXT MEETING

Virtual meeting - Monday 16th November at 7.30pm

102-2020

CLOSE

The meeting was formally closed at 9.34pm