

DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** held virtually due to the Covid-19 pandemic
On **Monday 16th November 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.

103-2020 APOLOGIES FOR ABSENCE

All present.

104-2020 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.

105-2020 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 12th October 2020

It was AGREED by all that the minutes of this meeting be adopted. Proposed by Cllr D Williams and seconded by Cllr D Percival.

106-2020 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.

CLERK

b) Emergency Plan – Thanks were expressed to all who had been involved in this, in particular Cllrs Fraser and Percival who have done a fantastic job. Lydford Station and South Brentor still to be added to the map. Cllr Fraser to ask Colin Dawes who has done the other maps. After discussion, it was AGREED by all that when the plan is finished, we inform parishioners via the website/noticeboard and Brentor News that one exists. Contact details for Cllrs will be published and will be the first point of call should there be an emergency.

SF/DP

Concerns had been raised by the VH&PF committee about where all the equipment would be stored. Cllr Percival confirmed that it would not be stored inside the hall so space would not be an issue. Sandbags will be stored behind the hall. Cllr Pearce suggested they be stored somewhere dry if possible, to prevent deterioration.

Funding has now been applied for and a draft plan has been sent to Devon Communities, together with a request for any other input/feedback.

c) Church Car Park Toilets – Cllr Pearce has requested an accurate costing for this year but they have been distorted by the closure during the lockdown and aren't yet available.

TP

d) Wheelwrights Stone – no update

ALL

e) Cemetery restoration – no update

ALL

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- f) Grants of Exclusive Rights of Burial – Progressing slowly. Scale of fees being re-addressed by Cllrs Pearce and Williams and the clerk. When a new draft has been prepared in line with other local rural cemeteries, it will be circulated for approval by all and ratified at the next meeting. **TP/DW/CLERK**
- g) Brentor Engine Nameplate – On hold until the Spring. **TP**
- h) Housing – Discussed in Part 2 **TP**
- i) Review of Code of Conduct/Standing Orders/Financial Regulations – These had been circulated by the clerk. It was proposed by Cllr Arnold, seconded by Cllr Fraser and unanimously agreed by all that these be adopted.
- j) Devon Climate Emergency – on hold **ALL**
- k) Brentor Inn – Discussed in Part 2 **TP**
- l) Post Box at Brentor Inn – No further updates available. It was AGREED to remove this item from the action tracker as there is nothing further to be achieved.
- m) First Aid/defibrillator course – on hold **CLERK**
- n) Broadband Universal Service Obligation (USO) – There are still lots of issues here. Cllr Pearce suggested going down the same route used by the residents of Sydenham Damerel who have set up a community group to work with BT OpenReach and applied for vouchers to cover the main costs. WDBC have agreed to deal with all the legalities associated with this scheme. Cllrs Percival and Williams strongly objected to this way of approaching the problem. Mr. C Dawes has written to BBC following one of their recent television programmes to highlight this rural community. No direct Parish Council action required at this point. **DW/DP**
- o) Community Volunteer Group – Cllr Fraser has contacted Helen Harris. Although the group is up and running, there is no requirement for them to do anything at the moment. It was reported that Mary Tavy Post Office and Stores is also ready to act if necessary. **SF**
- p) Replacement of Brentor Village Sign – Funding has been granted and the sign has been ordered.
- q) War Memorial Repair – Pascoe’s have now provided a quote of £300. Further clarification is required before proceeding. It was also suggested to approach the War Graves Commission to see if we can get some funding. **CLERK**

107-2020 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

- VH&PF – Cllr Arnold attended. He will circulate the minutes if appropriate. Main discussion was about the incident reported at the previous PC meeting when it was reported that too many people were using the shelter. **AA**

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108-2020 PLANNING MATTERS

a) For discussion:

DNPA 20/0076	Proposed Tree Works at the Old Vicarage 1. Cedar - Reduce low lateral branches by 2m 2. Yew - Raise crown to give 4m clearance and cut back extended foliage 3. Beech - Reduce long lateral branches on western side of canopy 4. Group of beech -Reduce crowns by 3m	No objections
WDBC 3219/20/TPO	T1, T2 & T3: Ash - Fell due to ash dieback Rowden House, Brentor	No objections but confirmation of what they are being replaced with was requested

b) For information:

DNPA 0384/20	Erection of summerhouse and greenhouse in garden Heatherlands, Brentor	Grant of conditional planning permission
DNPA 20/0057	Proposed Tree works at Roseland	No TPO

109-2020 GENERAL FINANCE

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

b) Receipts since the last meeting:

nil

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

28/10/20	£377.65	S/O	Clerks salary - Bank not yet actioned increase in Standing Order. Cheque payment for the difference will be requested when up and running.
28/10/20	£20	S/O	Clerks admin

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

16/11/20	£10.80	CQ	Clerks expenses
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Proposed by Cllr Pearce, seconded by Cllr Williams and AGREED by all.

110-20 APPROVAL OF ROYAL BRITISH LEGION DONATION

Cllr T Pearce proposed £100 be granted, seconded by Cllr Percival and AGREED by all.

111-20 INITIAL PRECEPT DISCUSSION

Cllr Pearce explained how the precept is calculated and how it ties in with the number of Band D properties. Due to the Covid 19 situation, it is possible that we could potentially lose about 2% of our base, although this will not be known until figures are released by WDBC in December. If this did happen and we requested the same precept as last year, residents would suffer this loss by a further increase in Council Tax. It is hoped that with careful budgeting we may be able to reduce our precept request by 2%, thereby having no parish precept increase. Further discussion will be needed at the next meeting. Clerk will also advertise for any potential local organisations who would like to apply for a grant to contact

CLERK

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the clerk.

112-20 **DARTMOOR LOCAL PLAN AND SETTLEMENT PROFILE**

All were in favour of Cllr Pearce responding on behalf of the Parish Council.

113-20 **HIGHWAY DRAINAGE**

Last year there was a near flooding incident near the sewage works. Clerk to contact SW Water to see if they would support us in requesting that a bigger pipe is installed between the village hall and Station View. Cllrs are very concerned about the amount of water which flows in this area and the potential risk to public health should the sewage works flood. **CLERK**

Clerk will also contact the Parish Lengthsman to confirm we are on his list for a routine annual inspection of the drains and waterways.

114-20 **MINOR ITEMS**

a) Highways Community Enhancement Fund – There are grants available for this fund to support expenses such as the Lengthsman. Clerk to find out more information. **CLERK**

b) Letter of thanks received re the lovely maintenance of the cemetery – Clerk has passed these thanks on to Dean Elliot and Son. Thanks were also expressed again to Cllr Dawson who was key in writing the specification.

c) GDPR compliancy – Although procedures are being followed as accurately as possible. Clerk would like some help from someone who could have a check and make sure we are fully compliant. Cllr Pearce will try and organise a zoom meeting with someone from WDBC to talk to the Clerk. **CLERK/TP**

115-2020 **DATE AND TIME OF NEXT MEETING**

Virtual meeting - Monday 14th December at 7.30pm

116-2020 **CLOSE**

The meeting was formally closed at 9.10pm