

DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** held virtually due to the Covid-19 pandemic
On **Monday 18th January 2021** 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), Cllr P Sanders (County Councillor)

PUBLIC QUESTION TIME

No members of the public attended.

1-2021 APOLOGIES FOR ABSENCE

All present

2-2021 DECLARATIONS OF INTEREST

Cllr 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 Percival declared an interest in Housing as previously stated.

3-2021 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 14th December 2020

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

4-2021 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. Will readvertise later in the year when face to face meetings have resumed unless anyone comes forward in the meantime. **CLERK**

b) Emergency Plan – Cllrs Fraser and Percival have done a fantastic job with creating this and were congratulated for all the work they have done. Cllr Percival has started to order the equipment. As soon as he receives the sandbags, he will distribute some to Rob Ormsby and Will Walker- Smith for use elsewhere in the Parish. There will also be a stock at the village hall and a note will be put in the Brentor News and on the website about how to get one if in need. If there is not enough grant money left from the DCRF payment to buy a storage box for all the equipment, the PC will consider setting money aside to purchase one. To defer to the next meeting when we know how much the equipment has cost. **SF/DP**

c) Church Car Park Toilets – Figures have now been received from WDBC which indicates that the projected annual running costs of the toilets are approximately £6000 (in usual times) plus Business Rates on the Car Park (approximately £3400 last year). Cllr Pearce will contact Helen Harris again and ask what the church are intending to do about taking them on. It is possible that WDBC may again accept an offer of a contribution to keep them running for another year on a similar basis to last year due to the current uncertain times. **TP**

d) Wheelwrights Stone - no further progress. **DW**

Meeting suspended 19.56 to admit Cllr Sanders. Cllr Pearce asked about a new officer at DNPA who may be able to take up this matter. Law of adverse possession may apply. Cllr Sanders will check with legal officers. Cllr Pearce will return the file to the clerk, who will forward some of the details and photos to Cllr Sanders who will investigate further. **TP/CLERK**

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Meeting reconvened at 20.03

e) Cemetery restoration – After some discussion it was AGREED by all that efforts should now be concentrated to repair/replace the gate pillars and wall at the entrance to the cemetery. Cllr Dawson suggested that the ivy which covers the pillars be cut at the root to allow it to start dying off. This could take some time but is the best and safest way to remove the plant and preserve the stonework in the interim. He has also asked Helen Harris if she can forward the details of the company who have recently repaired the church wall.

AA/BD

Clerk will get clarification from DNPA if natural stone can be used rather than having to source the original which is not now widely available and will also advertise for quotes for the job. Cllrs Arnold and Dawson to have a look at tackling the ivy and to report back if the pillars are becoming more unstable and dangerous. Proposed by Cllr Fraser, seconded by Cllr Pearce and AGREED by all.

CLERK

Cllr Dawson had noticed that grass cuttings appear to have been left following the last cemetery cut. It was agreed that when the next cut has been done in April, a visit would be made to the cemetery to make sure the job is being carried out as outlined in the specification, or if amendment/discussion is required.

It had been previously agreed that excess soil and shillet could be taken by Will Walker-Smith and his team for use on Bowden Common. Cllr Arnold will remind him that this is still available if he can make use of it.

AA

f) Grants of Exclusive Rights of Burial – Clerk is in the process of issuing the Grants of Exclusive Rights of Burial for those plots already purchased in the new part of the cemetery (left hand side). It was AGREED by all that the cost of approximately £7 to send each certificate (which is a legal document) by recorded, signed for post was an acceptable expense.

CLERK

g) Brentor Engine Nameplate – On hold until the Spring.

h) Housing – To be discussed in Part 2 due to the confidential nature.

i) Devon Climate Emergency – Cllr Arnold has been looking into this. There are several questionnaires which can be filled in either as a Parish Council or individual. It was AGREED that we need to have a separate meeting to discuss this in more detail preferably by the end of the month and in time for a response to be made before the deadline which is on 15th February. Cllr Pearce to advise clerk of his availability. Cllrs Fraser and Arnold are going to attend the Devon Carbon Plan webinar on Thursday and may then have more details of what is expected.

ALL

j) Brentor Inn – Clerk has contacted the Enforcement Team to register the continued frustration concerning the state of this property and surrounding ground, and to ask what action is being taken. Cllr Pearce will also make enquiries. Cllr Dawson proposed writing to the Chief Executive of WDBC, seconded by Cllr Arnold and AGREED by all. Clerk will draft a letter. Cllr Fraser suggested asking for some sort of petition to be put on the website for individuals to voice their concerns. This can then be passed to WDBC which may then give further weight to action being taken. Cllr Fraser to discuss with clerk.

CLERK/SF

k) First Aid course – on hold.

l) Defibrillator Box - It is hoped that the rusting on the defibrillator box is surface only and can be repaired when the weather improves and the pandemic is over. Cllr Percival will have a further look when he gets chance.

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m) Broadband Universal Service Obligation (USO) – Cllr Pearce advised that BT have now agreed to work with WDBC to help isolated communities. As soon as he has more information, he will let Councillors know. Cllr Williams strongly believes that we should as individuals and a community continue to pester various providers and keep asking local MP's for help. This is a national problem and is being made worse at the moment as there are so many children and adults working from home. Mr C Dawes has done an incredible amount of work, in particular in the Blackdown area and is hopeful of achieving a positive result for that area soon.

ALL

n) Community Volunteer Group – Nothing to report. If anybody hears of anybody in difficulty, they can be directed to contact the PC who will advise them about any help available.

o) Replacement of Brentor Village Sign – Nothing further to report.

p) Snow Warden Training – Nothing further to report. Clerk is still waiting for information on how to organise this.

CLERK/DP

q) Census Engagement – Liza Oxford the Census Engagement Officer has confirmed she will attend our next meeting on 15th February.

5-2021 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

No meetings have been held.

6-2021 PLANNING MATTERS

a) For discussion:

DNPA 0621/20	Proposed to insert new door way to North elevation at Delphis, Lowertown Farm, Brentor	All to look at application and report asap to Clerk
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b) For information:

DNPA 20/0076	Proposed Tree Works The Old Vicarage, Brentor	No TPO
WDBC 3219/20/TPO	Works to a TPO Tree – T1, T2 & T3: Ash – Fell due to ash dieback, Rowden House, Brentor	Tree Works Allowed

7-2021 GENERAL FINANCE

a) The Clerk had previously circulated an up-to-date financial summary (as at 3rd January 2021)

b) Receipts since the last meeting:

10/12/20	£141.50	CQ	Cemetery fee (Honey)
21/12/20	£1262.00	BACS	DCRF Grant

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

11/12/20	£1600.46	DD	PWLB Loan
28/12/20	£394.45	S/O	Clerks salary
28/12/20	£20	S/O	Clerks admin

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

18/01/21	£10.80	CQ	Clerks expenses
18/01/21	£130	CQ	SLCC Renewal Fee
18/01/21	£30	CQ	VH & PF Booking fee

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18/01/21	£1440	CQ	J Jeffery (Lengthsman) Payment to be deferred by agreement with Mr Jeffery until year end.
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8-2021

PRECEPT DISCUSSION

a) Grant requests to consider

CLERK

VH & PF – A request has been made for £1700 to cover the cost of insurance and the non-domestic waste charge. It was AGREED that £1500 would be awarded to cover the cost of insurance, payable in 2 equal instalments in April and September. The cost of the dog bin waste collection will also be covered for another year and the £250 set aside for VE day celebrations which did not happen will be further ringfenced for a future village celebration. Proposed by Cllr Pearce, seconded by Cllr Williams and AGREED by all.

It was also suggested that clerk should contact the committee to ask if they had checked with WDBC re the waste collection charge and other utilities to see if a discount would be applied due to the closure of the hall throughout the pandemic.

CAB – The CAB have done an incredible amount of work during the pandemic and it was felt that a grant of £150 be awarded, proposed by Cllr Pearce, seconded by Cllr Dawson and AGREED by all.

b) Precept

All Councillors had previously seen a copy of the proposed budget. It was AGREED that due to the pandemic, the budget is more fluid than usual and if there are any surplus monies left over this year they could be put to good use. Similarly, any small deficit can be met from reserves.

Councillors voted to accept the figures as explained and clerk will submit a precept request for £14686 which is the same as last years request. Proposed by Cllr Pearce, seconded by Cllr Percival and AGREED by all.

9-2021

FLOODING ISSUES

Tom Lee (DCC Highways) is aware of the issues in the village. Thanks were expressed to Cllr Dawson for video clips he made of the recent flooding in the village. As well as other areas in the village, a main cause for concern is the amount of water running from the fields next to Bonnaford (previously CHICKS), where one pipe appears to be blocked. Cllr Pearce to forward contact details for the trustees of CHICKS so clerk can contact them.

The drain by the War Memorial is not picking up much of the rain water in heavy periods and it just flows down through the village. A long-term solution is required for this area, as well as the kerb stones which have again been damaged by vehicles. The Parish Council spent a considerable sum of money having these replaced only a few years ago and it is disappointing to see they have again been damaged.

TP/SF

Cllr Fraser will start to compile a list of problem areas, Cllr Pearce to provide details of the properties in South Brentor.

During the recent bout of bad weather just before Christmas, Cllr Dawson met with Rob (DNPA) on Darke Lane. Rob thinks the drain already in the lane is adequate if kept clear but Cllr Dawson believes it is not picking up most of the water. Cllr Pearce will ask for a site meeting with Rob.

The meeting was suspended at 9.53 as Cllr Sanders wished to provide further information about this.

It appears the slate drain is carrying effluent from Martin Swans yard. He has changed the course

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of the water by building an embankment and a heavy flow of animal waste is now being forced towards the drain which cannot cope with the volume, the speed of which needs to be slowed down. This is also a potential environmental hazard.

The meeting was reconvened at 9.58

It was AGREED that Cllr Pearce would take a look and if necessary, we will refer to the environment agency.

10-2021 **CORRESPONDENCE**

Public Space Protection Orders – Dog Control Articles
DNPA – Coronavirus update

11-2021 **AOB**

Clerk will look into the cost of future meetings using the TEAMS platform (used by WDBC) as it is thought the quality might be better than ZOOM. Cllr Fraser had lost connection towards the latter end of the meeting.

12-2021 **DATE AND TIME OF NEXT MEETING**

Virtual meeting - Monday 15th February 2021 at 7.30pm

13-2021 **CLOSE**

The meeting was formally closed at 10.10