

# DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** held virtually due to the Covid-19 pandemic  
On **Monday 15th March 2021** at **7.30pm**

**Present:** Cllr T Pearce (Chair), Cllr B Dawson, Cllr A Arnold, Cllr S Fraser, Cllr S Chitty

**Apologies:** Cllr D Percival

**In Attendance:** Mrs C Oxenham (Parish Clerk), Cllr P Sanders (Devon County Councillor), Mr Toby Russell (Devon Air Ambulance)

## **PUBLIC QUESTION TIME**

No questions.

### **33-2021 APOLOGIES FOR ABSENCE**

It was announced that Cllr Percival has tendered his resignation. However, as he is the only other signatory on the bank accounts (besides the clerk), he has agreed to continue until additional signatories have been added to the bank account. During this time, he will continue to help Cllr Fraser with the emergency plan but will not take part in any other Parish Council business or meetings. Cllrs Arnold and Dawson agreed to be added as signatories on the bank account. Clerk will forward details to them so that they can organise.

**CLERK  
BD/AA**

### **34-2021 DECLARATIONS OF INTEREST**

Cllr Pearce declared an interest in item 5 – Matters Arising - Church Car Park Toilets and also Housing due to his position as West Devon Borough Council Ward Member.

### **35-2021 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 15<sup>th</sup> February 2021**

It was AGREED by all that the minutes of this meeting be adopted. However, with reference to Item 30-2021 Minor Items, the Parish Council wished to add the following statement which will be recorded in the minutes from the February meeting.

*'Although the information recorded was as given by Councillor Percival, the Parish Council have no view on what was stated and were merely recording the information that was given. The Playing Fields are not the responsibility of the Parish Council.'*

Proposed by Cllr Arnold, seconded by Cllr Fraser and AGREED by all.

### **36-2021 AIR AMBULANCE PROPOSALS FOR NIGHT TIME LANDING SITE**

As part of the village Emergency Plan, produced in the main by Cllrs Fraser and Percival on behalf of the Parish Council, it was suggested that consideration be given for a potential night time air ambulance landing site. Toby Russell from Devon Air Ambulance gave further information. At this stage it is merely a fact-finding exercise. When all the information, potential costings etc. have been provided, the Parish and in particular the Village Hall and Playing Field committee who are responsible for the playing field will be fully consulted.

**CLERK/  
SF**

Briefly, night time landing sites need to be clear of obstructions including animals which is why playing fields have been highlighted as suitable sites. The main issue is lighting which would need to be installed and would be remotely switched on when needed. Grants are available to cover some of the expenses but approximately £3000 would need to be made up. Once installed however, the power source could be used for other village events. Cllrs had questions including:

Q: Why is the light source positioned so far away from the hedge on the draft map?

A: Just an example although it does need to be away from hedges to illuminate the best

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possible landing spot.

Q: Would it just be used to serve Brentor or would it be used for surrounding areas and have other sites been considered?

A: As it is a rural parish, it would also benefit other communities outside the Parish. There is already a site at Mary Tavy.

It was AGREED that Mr Russell would obtain a quote from Western Power to see if it would be a viable project. VH and PF Committee also to be informed so that they can raise other potential questions.

### **37-2021**     **MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA**

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

a) Emergency Plan – This is nearing completion. All equipment has now been purchased and is in a storage shed at the village hall. The plan has now gone to the printers and the cost should be covered by the remaining grant money. Clerk to check with Devon Communities to see if VAT is reclaimable by the PC and to confirm how the receipts are to be processed.     **CLERK/  
SF**

b) Church Car Park Toilets – WDBC have suggested a £3850 contribution from the Parish Council this year. The Bill to abolish Business Rates on toilets has now gone through parliament and will no longer be an expense. It was AGREED that following a meeting Cllr Pearce is due to attend with WDBC officers tomorrow, a further meeting will be scheduled with the PC, Helen Harris and WDBC to have a final discussion about how we can move forward. It is understood that Helen on behalf of the church has made a direct offer to WDBC of £2000 towards running expenses for the 2021/22 financial year. Cllr Pearce will ask Helen Harris for official confirmation of their offer. It was then proposed by Cllr Pearce, seconded by Cllr Fraser and **AGREED** by all that the Parish Council will meet the remaining balance of £1850, which has already been accounted for in the budget.     **ALL**

c) Wheelwrights Stone – It was reported that there is a note in the window by the Wheelwrights Stone which states ‘...The Dartmoor National Park Authority gave its consent for the stone to be relocated in its present position in 1990, and has since been recorded in the Devon Historic Environment Record’. Clerk has contacted Lee Bray (DNPA) for clarification of this information.     **CLERK**

d) Cemetery restoration – Clerk has now been in contact with the company who did the work at Christchurch recently. Cllrs Dawson and Arnold will follow this up.     **BD/AA**

e) Brentor Engine Nameplate – Cllr Pearce has been in touch with Keith at Plym Valley Railways. As soon as lockdown is lifted, they are ready to take the sign on a 2-year lease as previously arranged.     **TP**

f) Housing – Still moving forward very slowly. We should be told before the end of the month when the planning application is going forward.     **TP**

g) Devon Climate Emergency – Another meeting has been scheduled for Easter time. Nothing further to report at present.     **AA**

h) Brentor Inn – Cllr Pearce had a site meeting with the Head of Planning. It was re-confirmed that the Inn and surrounding land is in a dreadful state. Head of Planning is going to get in touch with the owners asking for it all to be dealt with and a report should be forwarded to the Parish Council shortly.     **ALL**

i) First Aid course – on hold.

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j) Defibrillator Box – Cllr Percival has now repaired the box. Clerk will send a note of thanks.

k) Broadband Universal Service Obligation (USO) – Cllr Chitty will be the new lead here. There are new staff being recruited at WDBC to deal with this. Colin Dawes has secured another 31 properties in the middle of the village who have been approved by BT. The few properties in Blackdown part way through the process should be up and running in June. Darke Lane are the next group to be tackled. **SC**

l) Community Volunteer Group – Nothing further to report.

m) Replacement of Village Sign - Clerk has been advised it should be supplied and fitted by the end of March. **CLERK**

n) Brentor Community Trust discussion – Cllr Fraser rang John Wheeler for an update. There has been no progress and nothing from the VH committee. **ALL**

o) Grit Bin purchase – Clerk will look through back issues of the clerk’s magazine for suitable suppliers. **CLERK**

### 38 - 2021 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

No reports. There was however a DNPA Forum meeting on 3<sup>rd</sup> March but Cllr Pearce appeared to not have received an invite. Clerk to contact Penny Bailey to make sure she has up to date contact details.

### 39-2021 PLANNING MATTERS

a) For information only:

WDBC 0621/20	Insert new doorway to North elevation. Delphis, Lowertown Farm, Brentor	Grant Conditionally
WDBC 0254/21/PAA	Prior approval application for erection of agricultural building for storage of animal feed, hay and machinery. Beckwell Farms, East Liddaton, Coryton	Prior approval required and refused.

### 40-2021 GENERAL FINANCE

a) The Clerk had previously circulated an up-to-date financial summary (as at 1<sup>st</sup> March 2021)

b) Receipts since the last meeting:

nil

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

28/02/21	£394.45	S/O	Clerks salary
28/02/21	£20.00	S/O	Clerks admin
01/03/21	£343.95	CQ	D Percival (reimbursement of DCRF – Emergency equipment purchase)

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

15/03/21	£24.12	CQ	Clerks expenses
15/03/21	£300.00	CQ	D Elliott (hedge cutting)
15/03/21	£1440	CQ	J Jeffery (Lengthsman services)

Proposed Cllr Pearce, seconded Cllr Dawson and AGREED by all.

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**41-2021**     **LIDDATON/LYD VALLEY FLOODING**

Tom Lee (DCC) will be dealing with all the issues in the next financial year. This is likely to be a big job as most of the drains are either blocked or have collapsed.

**ALL**

**42-2021**     **CORRESPONDENCE**

DCC – Draft Resource and Strategy Consultation document now available at <https://www.devon.gov.uk/haveyoursay/consultations/draft-resource-and-waste-management-strategy-for-devon-and-torbay/>

Cllr Percival had notified the clerk that Western Power were seeking permission to cut back a tree at the top of Jenny's field. No official request has been received.

**43-2021**     **MINOR ITEMS/ANY OTHER BUSINESS**

Annual Parish Meeting to be held on 19<sup>th</sup> April at 7.00pm, immediately before the scheduled monthly meeting.

Annual General Meeting to be held on Tuesday 4<sup>th</sup> May 2021 at 7.30pm. Both meetings to be virtual.

Cllr Dawson asked for clarification of the process of issuing the draft minutes. He was advised that as soon as they have been authorised by the chair, they become public and are published on the website and village noticeboard.

**44-2021**     **DATE AND TIME OF NEXT MEETING.**

Virtual meeting - Monday 19<sup>th</sup> April 7pm for APM then at 7.30pm for the normal monthly meeting

**45-2021**     **CLOSE**

The meeting was closed at 21.25pm