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Minutes of a Meeting of **BRENTOR PARISH COUNCIL** in Brentor Village Hall
On **Monday 12th July 2021** at **7.30pm**

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

Apologies: All present

In Attendance: Mrs C Oxenham (Parish Clerk), Cllr Philip Sanders (DCC)

PUBLIC QUESTION TIME

No members of the public were present.

91-2021 APOLOGIES FOR ABSENCE

All present.

92-2021 TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Chitty signed the declaration of acceptance office as vice-chairman, witnessed by the clerk.

93-2021 DECLARATIONS OF INTEREST

Cllr Pearce declared an interest in item 6 – Matters Arising - Church Car Park Toilets and also Housing due to his personal interest, because of his position as West Devon Borough Council Ward Member.

94-2021 APPROVAL OF THE MINUTES OF THE MEETINGS HELD ON 14th June 2021

It was AGREED by all that the minutes of these meetings be adopted. Proposed by Cllr Fraser and seconded by Cllr Arnold.

95-2021 TO APPOINT MEMBERS TO SERVE AS COUNCIL REPRESENTATIVES AS SNOW WARDEN AND EMERGENCY CO-ORDINATOR

Cllr Fraser will continue to deputise until such time as a new representative has been agreed. **SF**

96-2021 MATTERS ARISING FROM THE MINUTES NOT LISTED AS SEPARATE ITEMS ON THIS AGENDA

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

a) Air Ambulance update – Following the zoom meeting with Parish Councillors and Toby (Air Ambulance), it was AGREED that Toby would liaise directly with the VH&PF Committee and would provide some suggested dates for all interested parties to meet on site. Apologies have been received from Sheryl (Village Hall) for not attending the zoom meeting. Clerk to contact Toby to request date. **CLERK**

b) Church Car Park Toilets – DNPA have indicated that they don't have any available funds to commit to keeping the car park open. It was suggested that a meeting be organised with WDBC, the diocese (Helen Harris) and the Parish Council, (plus DNPA if they are available) to ask WDBC to outline the responsibilities the church will be undertaking should they agree to take on the running of the toilets and car park. Cllr Pearce will organise this. **TP**

19.43 meeting suspended for discussion with Cllr P Sanders about the revenue made from the car park at Meldon. The meeting resumed at 19.46.

c) Wheelwrights Stone – Cllr Dawson was thanked for his efforts thus far, collating information from the Wheelwrights Stone file. He suggested that efforts are made to categorically establish who the owner of the Stone and associated land is and, once confirmed, to decide on a definite

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- course of action for the future of the Stone. Cllr Dawson will attempt to trace ancestors of the wheelwrights through the census and Cllr Chitty will contact Mike Whitfield to see if he has any information. Clerk to contact Lee Bray for his input on what DNPA would find most acceptable. **CLERK/
BD/SC**
- 19.51 meeting suspended – Cllr P Sanders to investigate the rules around adverse possession. Meeting resumed 19.53.
- d) Cemetery restoration – Nothing further to report. Clerk to chase Williams and Burrows to confirm the quote has been accepted and find out an expected start date. **CLERK**
- e) Brentor Engine Nameplate – Cllr Pearce still waiting for Plym Valley Railways to confirm a date for receiving the sign. **TP**
- f) Housing – No further information available. **TP**
- g) Devon Climate Emergency – A further meeting has been scheduled for 19th July, although Cllr Arnold is unable to attend. Nothing can be progressed until Central Government have given some direction. Cllr Pearce will pass details of the WDBC Climate Emergency Officer to the clerk to be invited to the next meeting. **AA/
CLERK/TP**
- h) Brentor Inn – Clerk has written to Head of Planning about the lack of action being taken and the apparent reluctance to issue a S125. A response has been received blaming changes in staffing as the main reason for delays in taking any action. Keith Palmer has now been assigned to this case and will liaise with Cllr Pearce. **TP**
- i) First Aid course – It was AGREED that clerk would book the hall and Joe Rice for first aid training on Saturday 18th September. 20 places will be available to local residents. Clerk will advertise when Councillors have confirmed if they will be attending or not. **CLERK**
- j) Broadband Universal Service Obligation (USO) – Cllr Chitty is in communication with Airband who have stated their intention to roll out fibre to Liddaton from 30th September, with installations due to take place in January 2022 to 525 properties. He will find out which properties this will affect. The project code for anyone who would like to contact Airband to see if they are included is NF052 **SC**
- k) Brentor Community Trust discussion – Cllr Chitty has now spoken with Mike Whitfield and is happy to make further investigations into running a project to archive the information which needs processing. In addition to this he will liaise with Colin Dawes about what sort of more efficient website system would be required going forward. **SC**
- Clerk to contact VH committee and get a definitive answer by 31st July about whether or not they intend to take over the Trust. In the meantime, Cllr Pearce will check with Cara Stobart (DALC) about the legal implications of a Parish Council taking over a Trust should the VH not be interested in doing so. Cllr Chitty was thanked for all his work so far. **CLERK
TP**
- l) Grit Bin purchase – This is currently on hold.
- m) Liddaton/Lyd Valley flooding – There is no sign of anything being done. Clerk will chase up with DCC Highways. **CLERK**
- n) British Cycling - concerns have been addressed and details passed to the VH&PF Committee to be discussed at one of their meetings. It is hoped that future events may be able to start from the playing field.

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o) Culvert by the War Memorial – Cllr Pearce had asked Tom Lee (DCC) to visit the site. Clerk to ask him what the outcome of that visit was and what he intends to do to remedy the situation. Clerk to also ask what plan is in place to deal with blocked drains on Bowden Hill to relieve flooding in Liddaton.

CLERK

The meeting was suspended at 21.06 for Cllr Pearce to ask Cllr Sanders (DCC) if a visit can be organised with him to look at all potential flooding and drainage issues in the village. Meeting resumed at 21.12.

p) Village Hall Trustees finances – VH committee chair has confirmed that all rules are being followed as laid down in their constitution.

q) Roaming deer at Liddaton Down – DCC Highways will not allow a deer warning sign to be erected. Will Walker-Smith is aware of deer in the area but nothing further is required to be done at this time.

97-2021 CO-OPTION (2 VACANCIES)

Clerk has heard from Gary Hunt who is still interested in being co-opted and is intending to complete forms and return. Second vacancy can now be advertised. Clerk to put a notice in the Brentor News and if there is no response will be advertised in the Tavistock Times.

CLERK

98-2021 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

There have been no meetings.

99-2021 PLANNING MATTERS

a) For discussion:

WDBC 1757/21/FUL	Conversion of traditional building to Use Class C3 residential West Liddaton Farm	Support
WDBC 2956/20/FUL	Application for proposed mobile agricultural workers dwelling Woodmanswell Farm, Brentor	Clarification required of land owner and type of building.
DNPA 0292/21	Internal alterations including removal of timber partition on ground floor, alterations to ground, first and second floor layouts, addition of internal wall. Intermediate floor and ground floor insulation. Alterations to scullery windows on rear elevation. Formation of new opening in rear elevations and insertion of new timber French doors. Installation of replacement double-glazed timber windows. Nutshell, Brentor	Neutral view 'We understand the desire for improvements as set out but we would not wish the integrity of the building to be compromised.' Proposed TP Seconded SC
DNPA 0327/21 & 0333/21	Creation of rear dormer and rear porch extension Nutshell, Brentor Planning Application and Listed Building consent	Neutral view Proposed TP, seconded SC, 1 Cllr abstained
DNPA 0331/21	Installation of render and cladding Sunnyside, Brentor	Support

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100/2021 b) For information only:

DNPA 0215/21	Erection of agricultural machinery storage shed (14m x 9m) Greenacre, Bearwood Farm, Brentor	Grant of conditional planning permission
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101-2021 **GENERAL FINANCE**

a) The clerk had previously circulated an up-to-date financial summary (as at 1st July 2021)

b) Receipts since the last meeting:

nil

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

11/06/21	£1600.46	BACS	PWLB
30/06/21	£20	S/O	Clerks admin
30/06/21	£394.45	S/O	Clerks salary

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

12/06/21	£10.80	CQ	Clerk expenses
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Proposed Cllr Fraser, seconded by Cllr Chitty and AGREED by all.

e) Clerks appraisal is overdue. Cllrs Pearce and Fraser to liaise and agree a suitable date and time with the clerk.

TP/SF

102-2021 **CORRESPONDENCE**

A request for the hedge to be trimmed near Rose Cottage has been received. Clerk will contact the owners of the field next month, asking for the hedge to be trimmed using suitable machinery and all debris to be collected and removed from the public highway.

CLERK

103-2021 **MINOR ITEMS/ANY OTHER BUSINESS**

Email responses – Cllrs to try to ‘reply to all’ rather than just to the clerk so that the whole conversation trail can be seen by all.

CLERK

Approval of the ‘Procedure: Planning Applications’ – It was AGREED that the wording on this document be amended as follows: - point 2 and 3-remove reference to requesting a hard copy of the plans from the clerk.

Abandoned trailer on the verge near the cemetery – This is being dealt with.

Railway Bridges – Cllr Chitty brought to the attention of Cllrs information he had read regarding disused railway bridges being concreted in on primary routes. He will make further enquiries and report back if this will affect Brentor.

Waste Collection – Cllr Pearce asked that any complaints regarding issues with refuse collections be sent to him. There are currently a lot of staff ill or isolating which is having an impact on the service.

104-2021 **ITEMS FOR BRENTOR NEWS**

Deadline for items to Jane Phelpstead (this months’ editor) by 20th July

105-2021 **DATE AND TIME OF NEXT MEETING.**

Monday 9th August 2021, 7.30pm, Brentor Village Hall

106-2021 **CLOSE**

The meeting was closed at 22.05pm