

# DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** in Brentor Village Hall  
On **Monday 13<sup>th</sup> September 2021** at **7.30pm**

**Present:** Cllr T Pearce (Chair), Cllr S Chitty (Vice), Cllr S Fraser, Cllr B Dawson, Cllr G Hunt

**Apologies:** Cllr A Arnold

**In Attendance:** Mrs C Oxenham (Parish Clerk)

**PUBLIC QUESTION TIME**

No members of the public were present.

**122-2021 APOLOGIES FOR ABSENCE**

Cllr Arnold had previously sent his apologies.

**123-2021 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.

**124-2021 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 9<sup>th</sup> AUGUST 2021**

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

**125-2021 WDBC CLIMATE CHANGE SPECIALIST (MR ADAM WILLIAMS)**

Mr Williams gave a brief overview of the main action plan of WDBC in response to the climate emergency. Councillors were keen to have some government directives to look at to give the parish council a starting point from which to work. It was suggested that a good place to start would be to look at the draft local plan first which is split down between parish/borough etc. Mr Williams is currently writing a parish and town council guide which should be available in a few weeks. More information can be found on the WDBC website [Climate Emergency | West Devon Climate Change](#) Mr Williams was thanked for attending. He will forward more information to the clerk as it becomes available.

ALL

**126-2021 CO-OPTION OF NEW COUNCILLOR**

There have been no applications and the vacancy will now be advertised further. It was suggested that it could first be posted to the Facebook Group - Lydford/MaryTavy and Brentor Hub, and if no response, in the Tavistock Times. Clerk to organise.

CLERK

**127-2021 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 – We had some response from Toby but we had asked for more detailed costings. Clerk to contact him to remind him that we are still waiting before further progress can be made.

CLERK

b) Church Car Park Toilets – Cllr Pearce has been advised that a meeting with relevant parties will be arranged soon. He will advise WDBC officers that information regarding the future of the toilets and car park will be required before the next PC meeting in October, as discussions will begin then around setting the budget for the next financial year.

TP

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- c) Wheelwrights Stone – No further progress. Cllr Dawson is still waiting for clarification of 2 outstanding issues which Cllr Sanders was going to investigate. Clerk will contact him and ask if he is able to resolve (definitive proof of ownership of land and information re adverse possession). Cllr Chitty will also make further enquiries to see if any family of the last practicing wheelwright in Brentor can be found. The Worshipful Company of Wheelwrights would be a good place to start. **CLERK/SC**
- d) Cemetery restoration – Richard Burrows has been in touch to say that the cost of bricks has now nearly tripled in price. As such, the job is too expensive and the Parish Council are unable to proceed on that basis. After some discussion it was AGREED that clerk would contact Mr Burrows to ask if it is possible to reuse the existing materials, rebuild in natural stone or reduce the size of the 2 larger pillars and thereby reduce the cost. In the meantime, Cllr Chitty and Cllr Pearce will also ask contacts they have if they would be able to have a look and possibly price for the job. **CLERK/TP/SC**
- e) Brentor Engine Nameplate – Cllr Pearce is still waiting for a date from Plym Valley. **TP**
- f) Housing – There is no further information to report and no reason for any hold up has been received. **ALL**
- g) Devon Climate Emergency – see Minute 125-2021 above
- h) Brentor Inn – The new WDBC officer dealing with this case has made an appointment to discuss the situation with the owner. No further details. **ALL**
- i) First Aid course – As there have only been 6 confirmed bookings, clerk will contact Joe Rice and ask if he would be prepared to postpone. If he is in agreement and there is still a lack of interest within the parish, the event may be advertised to people from neighbouring parishes for a small charge. **CLERK**
- j) Broadband Universal Service Obligation (USO) – Fibre has now been rolled out in Liddaton. Cllr Chitty will liaise with the clerk and Gemma (WDBC) to try and organise a comprehensive list of properties who are still without in the parish and wish to be connected. **SC/CLERK**
- k) Brentor Community Trust discussion – Cllr Pearce has still not had confirmation from DALC that the parish council could take on the trust. It was AGREED that if confirmation is received, the parish council will take over the running of the trust, and will ratify this decision at the next meeting. Cllr Hunt who has experience in websites development and management will talk to Colin Dawes to see if he can help with any potential new site. **TP/GH**
- l) Grit Bin purchase – Following some research undertaken by the clerk, it was AGREED that a grit bin should be ordered [Plastic Grit Bin 168 Litre \(kbsdepot.com\)](https://www.kbsdepot.com) at a cost of £240 plus VAT and delivery. Proposed by Cllr Pearce, seconded by Cllr Fraser and agreed by all. Cllr Chitty will establish if one will be enough or if two are required. Cllr Pearce AGREED to fund one from his Locality Budget if 2 bins are required. **SC/CLERK**
- m) Liddaton/Lyd Valley flooding – Ditches have now been dug. Cllr Chitty will check with Will Walker Smith if the job was satisfactory and will also ask one of his contacts about the possibility of putting a camera down the drains to check for problems. Clerk will contact Tom Lee to chase up any action being taken at West Blackdown. **SC/CLERK**
- n) Culvert by the War Memorial – Tom Lee (DCC Highways) has responded that he is in the process of sorting out an order for this work to be completed. **ALL**

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o) Hedge Trim near Rose Cottage – Clerk has now written to the owner to ask that the hedge be maintained appropriately.

p) Fly-Tipping near the cemetery – This should be cleared this week.

q) Highland Cattle – This has been referred to the Mary Tavy Commoners Association who will raise at their next meeting. The issue has also been highlighted to the DNPA.

### **128-2021** REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS

No meetings have taken place. Cllr Hunt may be interested in attending as Southern Links representative when the next meeting takes place.

### **129-2021** PLANNING MATTERS

a) For discussion:

WDBC 2956/20/FUL	Application for proposed mobile agricultural workers dwelling. Woodmanswell Farm, Brentor	Object
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Decision to object ratified. Proposed Cllr Pearce, seconded by Cllr Dawson and AGREED by all

DNPA 0442/21	Installation of trench arch drainage system for new wc accommodation within former boiler house at ChristChurch, Brentor	Neutral
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b) For information only:

DNPA 0331/21	Installation of render and cladding Sunnyside, Brentor	Grant of Conditional Planning Permission
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### **130-2021** GENERAL FINANCE

a) The clerk had previously circulated an up-to-date financial summary.

b) Receipts since the last meeting:  
nil

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

30/08/21	£394.45	S/O	Clerks salary
30/08/21	£36.20	S/O	Clerks admin

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

### **131-2021** APPROVAL OF CLERKS PAY INCREASE FOLLOWING HER APPRAISAL

Following her appraisal with Cllrs Pearce and Fraser, held after the last parish council meeting, Cllr Pearce proposed that the clerks pay be increased from point 11 on the National Joint Council for local government services pay scale (£11.27 per hour), to point 14 (£11.96) with effect from 1<sup>st</sup> April 2021. The backdated payment of £144.90 to be paid by cheque and the Standing Order payment to be amended from Octobers pay. The proposal was seconded by Cllr Dawson and AGREED by all.

**CLERK**

### **132-2021** CORRESPONDENCE

Plan for West Devon – All Councillors are to read the plan and make notes to pass to the clerk. Clerk will then collate and submit. Deadline is later in September.

**ALL**

### **133-2021** MINOR ITEMS/ANY OTHER BUSINESS

a) Cllr Fraser asked if the cyclists who took part in the weekends cycling event, realised that

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the roads were still open. She nearly had a nasty collision with one of them who was on the wrong side of the road. It was not known who had organised the event.

b) Clerk is in the process of checking that the insurance policy held by the Parish Council has sufficient cover for the War Memorial, following a query raised by another local clerk.

**CLERK**

**134-2021**    **ITEMS FOR BRENTOR NEWS**

Councillor Vacancy, First Aid Course.

**135-2021**    **DATE AND TIME OF NEXT MEETING.**

Monday 11<sup>th</sup> October 2021, 7.30pm, Brentor Village Hall

**136-2021**    **CLOSE**

The meeting was closed at 10.02 pm