

# DRAFT

Minutes of a Meeting of **BRENTOR PARISH COUNCIL** in Brentor Village Hall  
On **Monday 13th December 2021** at **7.30pm**

**Present:** Cllr T Pearce (Chair), Cllr S Fraser, Cllr G Hunt (late arrival due to an existing appointment), Cllr A Arnold, Cllr B Dawson

**Apologies:** Cllr S Chitty

**In Attendance:** Mrs C Oxenham (Parish Clerk), Cllr P Sanders (Devon County Councillor)

## **PUBLIC QUESTION TIME**

No members of the public were present

### **166-2021 APOLOGIES FOR ABSENCE**

Cllr S Chitty, Cllr Hunt arriving later (8.15)

### **167-2021 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.

### **168-2021 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 15<sup>th</sup> NOVEMBER 2021**

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

### **169-2021 CLLR CHITTY - REQUEST FOR A SABBATICAL**

A difficult and lengthy discussion took place. It was felt that agreeing to this request could put the Parish Council in a difficult position and leave meetings inquorate if other Cllrs were unable to attend. Cllr Pearce proposed therefore that the request for a sabbatical be refused so that the vacancy can be advertised, seconded by Cllr Dawson and AGREED by all. Cllr Chitty would be missed as he had contributed a lot during his short time as a Councillor. Clerk will let him know that he would be very welcome to apply to be co-opted at any time in the future if he feels able to. Clerk to take the necessary steps to advertise the vacancy.

CLERK

### **170-2021 CO-OPTION OF A NEW COUNCILLOR**

Mrs Jo Pullinger had applied to be co-opted but was unfortunately ill and unable to attend the meeting.

Meeting suspended 19.51 to seek advice about electing in someone's absence from Cllr Sanders. Meeting restarted 19.52.

CLERK

After considering her application, and as she is also known to a couple of Cllrs already serving, Cllr Pearce proposed that she be co-opted onto the Parish Council, seconded by Cllr Fraser and AGREED by all. Clerk will contact her and organise completion of the necessary paperwork.

### **171-2021 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 – Nothing further to report

ALL

b) Devon Climate Emergency – Meeting to discuss this to be scheduled after the new year as

ALL

## DRAFT

Cllrs were unable to attend on 29<sup>th</sup> November.

- c) Church Car Park Toilets – Nothing further to report. **ALL**
- d) Wheelwrights Stone – Cllr Dawson has been in touch with Devon archives and is making further enquiries to trace back the history of the Wheelwrights Stone and previous custodians of it. He was thanked for his efforts so far. **BD**
- e) Cemetery restoration – The builder has not been in the area and has therefore not been able to revisit the cemetery and discuss alternative. Cllr Dawson will contact them again to organise a new date. **BD**
- g) Brentor Engine Nameplate – To be loaned to Plym Valley railway next spring. **TP**
- h) Housing – Clerk has written to relevant parties asking for an update. The following statement has been made by WDBC - ‘West Devon Borough Council is currently finalising the housing need in Brentor (and surrounding areas) with a view to progressing the scheme to delivery. We will be working with the landowner and consulting stakeholders and hope to have a further update in early 2022.’ **ALL**
- i) Brentor Inn - Clerk has written to relevant parties. No response to date. **ALL**
- j) First Aid course – This was reported to have been a successful event. Cllrs suggested it would be useful to have another one next year (similar time).
- k) Broadband Universal Service Obligation (USO) – Information from the recent webinars is to be published. Cllr Arnold agreed to take over as Broadband Champion following Cllr Chitty’s resignation. Clerk to find out how we register the Parish Council so that we can receive all information first hand. **CLERK/AA**
- l) Brentor Community Trust discussion – It was AGREED that the Parish Council will proceed with the take over the Community Trust as previously discussed. Cllr Pearce will contact Mike Whitfield to discuss. An additional meeting is due to be held with Cllrs Fraser and Arnold, Colin Dawes and Jane Phelpstead to discuss the way forward re the Brentor News and the archive part of things. **SF/AA/TP**
- m) Grit Bin purchase – It was AGREED that clerk should proceed with the purchase of 2 x 200l grit bins from Gritbins.net. Cllr Dawson is happy to have them delivered to his address. Cllr Hunt will check grit levels and see if we need to order any extra. Proposed by Cllr Pearce, seconded by Cllr Arnold and agreed by all. **CLERK/GH**
- n) Liddaton/Lyd Valley flooding – Clerk has written to the relevant parties regarding all flooding issues in the parish but there has been no response so far. **ALL**
- o) Culvert by the War Memorial – No update. **CLERK**
- p) Remembrance Day – The cheque has now been passed to the co-ordinators to present to the Royal British Legion.
- q) Queens Platinum Jubilee – Nothing planned as yet. To be discussed nearer the time. **ALL**
- r) VH&PF Meeting dates – These are organised on a month-by-month basis.

## DRAFT

### **172-2021 REPORTS FROM COUNCIL REPRESENTATIVES ATTENDING MEETINGS/EVENTS OF OTHER ORGANISATIONS**

Superlink meeting has taken place. Cllr Pearce reported that John Hart (leader of DCC) had highlighted that both the budget and staffing has been significantly cut, with a large proportion of resources now being committed to vulnerable people and children.

Meeting suspended at 20.22 – Cllr Sanders reiterated that anything required in these two areas has to be dealt with as a priority. Meeting restarted 20.23

### **173-2021 PLANNING MATTERS**

There were no planning matters to consider.

### **174-2021 GENERAL FINANCE**

a) The clerk had previously circulated an up-to-date financial summary as at 1<sup>st</sup> December 2021.

b) Receipts since the last meeting:

19/11/21	£110	CQ	Cemetery headstone
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c) It was **RESOLVED** to approve the following payments made since the last meeting:

29/11/21	£418.60	S/O	Clerks salary
29/11/21	£20.00	S/O	Clerks admin

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

13/12/21	£30.16	CQ	Clerks admin and additional hours pay
13/12/21	£80	CQ	VH&PF Hall Hire
13/12/21	£10.68	CQ	Helen de Carles – reimbursement of First Aid expenses

### **175-2021 TO CONSIDER REQUESTS FOR GRANTS**

A letter received from parishioners was read out expressing concern about any potential grants which may be made to the VH&PF, and potential financial contributions in respect of the toilets.

2 grant requests had been received. The first was from the VH&PF requesting a sum of £1770 (to include £250 for Queens Platinum Jubilee). The request also asked for the PC to continue funding the emptying of the dog bin and installing and emptying a second. Cllr Pearce proposed that a sum of £1500 be granted towards the cost of insurance (payable in 2 instalments upon receipt of the precept), plus £250 towards any Platinum Jubilee celebrations. In addition to this, the Parish Council will continue to pay for the existing dog bin to be emptied and will fund the emptying of any second bin but will not fund any installation or purchase. Decision seconded by Cllr Dawson and AGREED by all.

The second grant request (also from the VH&PF committee) was for £800 to replace chairs damaged by rodents. This application was not granted. It was suggested that the chairs could be repaired and also that the VH should increase their level of insurance protection to cover rodent damage. Proposed Cllr Pearce, seconded Cllr Dawson, AGREED by all.

### **176-2021 PRECEPT DISCUSSION**

Cllrs looked at the figures provided and started to think about next years precept. Final decision to be made in the new year.

### **177-2021 CORRESPONDENCE**

Letter from Chilcotts re safe storage of deeds – clerk to find out further information about

## DRAFT

what type of documents are being held.

**178-2021** **MINOR ITEMS/ANY OTHER BUSINESS**

Bus Shelter – Cllr Fraser asked other Cllrs to have a think about ways to make the bus shelter a nicer place to wait.

February meeting – change of date. The regular pattern of meetings would mean a meeting would be held on Valentines Day. Clerk is not available later that week. Cllr Dawson suggested that now might be the time to consider changing to 6 weekly meetings instead of every month. All Cllrs to have a think and decision to be made at the January meeting.

**ALL**

**ALL**

A letter had been received from a parishioner regarding damage to cars by concealed rocks outside Bluebells. Cllr were not aware that there was an issue here as the lane past is wide enough for cars to pass through safely. They will take a look.

**ALL**

**179-2021** **ITEMS FOR BRENTOR NEWS**

Statement from WDBC re Housing.

**180-2021** **DATE AND TIME OF NEXT MEETING.**

Monday 17<sup>th</sup> January 2022, 7.30pm, Brentor Village Hall

**181-2021** **CLOSE**

The meeting was closed at 21.18 pm