



**Draft Minutes of Brixton Parish Council Meeting 25<sup>th</sup> October 2017**

**Brixton Community Room 7.00 pm**

**Present:** Cllr Liz Hitchins (Chair), Cllr Michael Wills (Vice Chair), Cllr Roger Wakeham, Cllr Ian Calvert, Cllr Josef Parish, Cllr Helen Williams, Cllr Gay Murch.

**In attendance:** County Councillor John Hart; District Councillor Dan Brown; District Councillor Basil Cane; Cllr Andrea Davies, Cabinet Member for Infrastructure, Development and Waste

**Members of the public in attendance:** 6

Cllr Hitchins opened the meeting by thanking everyone for coming and introduced the guest speakers and explained the format of the meeting, including the changes to the agenda.

**Open Forum (these notes do not form part of the official minutes)**

**Open Forum including issues raised by parishioners**

**Police Matters - October 2017**

**From 25th September to 20th October 2017**

**Brixton**

6th Oct. Report of an assault and criminal damage, offender arrested and charged to court CR/086505/086499/17.

**Staddiscombe**

3rd Oct. report of shoplifting, enquiries ongoing CR/085534/17

16th Oct. theft of property from car parked on owner's driveway CR/090876/17

PCSO 30540 Andy Potter, Ivybridge Police Station, Tel no 101

The Chairman raised concerns that there has been no follow up by the Police in the community following the incident on the 6<sup>th</sup> October

**Guest Speaker – Cllr Andrea Davies, Cabinet Member for Infrastructure, Development and Waste**

Cllr Davies explained that Devon County Council (DCC) is a waste disposal authority and District Councils are collection authorities. There are 3 recycling centres in South Hams. DCC has a recycling rate of 55% and is 4th in the country. Teignbridge recycling rate is the highest at 55.7% which includes glass disposal. Devon has a Strategic Waste Group made up of Devon's District Councils and Torbay. By a show of hands Brixton residents indicated that the local bottle banks are used for glass and are often full very quickly. Better signage needs to be on the bottle banks. The Ivybridge Recycling Centre is amazing and is working well. It only takes household waste; all other waste

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should be disposed of through the District Council Recycling. The Ivybridge Centre charges for the disposal of DIY etc.

#### **Report from County Councillor John Hart**

The contents of 1,000 waste bins from across Devon are being analyzed. Sherford - DCC has won £5million with the Consortium to complete the rest of the High Street. The Consortium is hoping that a different property specification for the next 5,000 houses will speed up sales. The School has started and will open in August 2018. Sherford has taken on board that they are responsible for some of the problems on the Plympton Road – a new site manager has been appointed. TAP fund – application forms are available now - Cllr Hart stressed that only innovative projects will be considered. A 2 minute film is on DCC website showing how DCC has changed. Devon & Somerset have signed a letter agreeing to work closer and working as a combined authority. Funding has been made available for workplace apprenticeships with the local authority.

#### **Reports from District Councillor Basil Cane**

Funding for Community Re-Investment Fund is available and needs to be applied for. Customer Services took 17,000 calls in September 2017. Average waiting time 2 mins 50 secs and 90% of calls are answered in under 1 minute. The District Council is meeting on the 31<sup>st</sup> October to vote on the One Council Proposal.

#### **Report from District Councillor Daniel Brown**

Cllr Brown is a member of the Waste & Recycling Working Group looking at improving the waste service. Cllr Wakeham commented that collections which are too complicated may end up with more problems. Full bottle banks need to be reported to the District Council. Removal of fly tipping on private land is the responsibility of the land owner. Cllr Parish asked for Brixton Torr which has a different waste collection scheme to be included in any new proposal.

#### **Other issues**

Sally Lewis spoke on behalf of her daughter Jennifer Cox who is completing a degree in Geography specialising in Town Planning and is writing a dissertation around Sherford. She would like to interview local people as part of a survey for her research.

Hedge on A379 off Winston Lane needs cutting back and further down the road.

A 'stop' sign needs to be put at the bottom of Red Lion Hill leading out onto the A379 and the hedge needs trimming back. Clerk to place this on the Traffic Management Agenda.

#### **Open Forum Closed**

#### **53. Welcome and Apologies for Absence**

Cllr Hitchins welcomed everyone to the meeting.

Apologies were received from Cllr Brenda Huxtable and accepted by all Councillors.

Apologies were also received from Kirstie Aldridge (Clerk) and accepted by all Councillors

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Cllr Murch informed the Parish Council she was resigning from the Parish Council as she had recently moved out of the area. The Chairman thanked Cllr Murch for her work and time on the Parish Council. Cllr Murch left the meeting.

#### **54. Declarations of Interest**

Cllr Calvert declared an interest in agenda point 58.4 and 58.5 (Meadow View Cottage)

#### **55. Confirmation of minutes of Parish Council Meeting on Wednesday 26<sup>th</sup> July 2017**

Cllr Wills proposed to accept the minutes of the meeting 27<sup>th</sup> September 2017 as an accurate record of the meeting. Cllr Calvert seconded. All others in attendance were unanimous. Cllr Hitchins signed the minutes as Chair of the relevant meeting.

#### **56. Matters and actions arising from last meeting**

##### **Update on Horse Warning Signs near Blackpool Farm**

Nick Colton, Neighbourhood Highway Officer, DCC has provided the Clerk with a map detailing the locations of the signs by Blackpool Cottage and crossroads leading to Gorlefen from Brixton & Yealmpton . He will be meeting with Robert Robb, Sherford Consortium to discuss siting them.

##### **Update on Quiet Lane Status**

Clerk has emailed all IDALC parish councils explaining the Quiet Lane Status and asked for it to be placed on their agendas. Clerk will update with responses at November meeting.

##### **Update AONB Gateway signs**

As reported previously there has been a delay with the sign due to incorrect printing.

##### **Update on the Ivy on the wall on A379**

No update

##### **Update on Brixton Stones**

Cllr Wakeham will follow up revised proposals for the stones with the builder together with the additional cost

##### **Update on Bus Shelter Repair**

Traffic control prior to completing the repairs include an application for a license costing £300, once the license is in place utility companies will need to be informed, and a temporary bus stop installed. Traffic lights will also need to be in place, and will cost £1200. It was agreed that the Clerk will write to the perpetrator of the damage to the bus shelter to ask if they are prepared to pay these additional costs.

##### **Update on criminal activity in Brixton**

The Chairman reported that the Police had not been able to give an update following the incident on 6<sup>th</sup> October. The Parish Council expressed serious concerns on behalf of local residents that the Police had not been able to provide any information or reassurance to the community despite emails to the Police at Ivybridge.

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**Update on weed clearance along A379**

Contractor will be completing this work w/c 23<sup>rd</sup> October 2017. It was reported that this work had not been done to date. Clerk will contact the contractor to ascertain when these works will now be completed.

**Update on signs in Torr**

Cllr Parish reported that following DCC's appraisal of the proposed sign he is proceeding to get the final price and have the sign made up and installed.

**Update on Canes Orchard lighting to steps**

Cllr Hitchins confirmed that a letter had been sent to David Wilson Homes

**Update on road signs at Holmbush way**

A new sign has been installed in Holmbush Way.

**Update on Newsletter**

It was agreed to hold the print run subject to updating it following Cllr Murch's resignation.

**57. Financial Matters****57.1 Financial Statement for October 2017**

| <b>Receipts:</b>                              | <b>Amount</b>            | <b>Fund</b> |
|---|--------------------------|-------------|
| <b>NIL Receipts this month</b>                |                          |             |
| <b>Payments:</b>                              |                          |             |
| Tf from current to Skipton                    | £17,000.00               | General     |
| Community First Trading - BT Kiosks Insurance | £23.18                   | General     |
| Brixton Community Association - Room Hire     | £57.50                   | General     |
| D G Thackeray                                 | £787.00                  | General     |
| Clerk Wages inc Training                      | £732.44                  | General     |
| Clerk Expenses                                | £14.40                   | General     |
| Clerk Office Allowance                        | £20.00                   | General     |
| G Searle - Parish Website (6 mthly fee)       | £125.00                  | General     |
| P Burrige (October works)                     | <u>205.20</u>            | General     |
| <b>TOTAL</b>                                  | <b><u>£18,964.72</u></b> |             |

**Statement balance at 19th September 2017**

|                         |                          |
|-------------------------|--------------------------|
| <b>Current Account:</b> | £32,043.13               |
| <b>Deposit Account:</b> | <u>£2,208.33</u>         |
| <b>TOTAL</b>            | <b><u>£34,251.46</u></b> |

**Passbook balance at 28th September 2017**

|                                 |                   |
|---------------------------------|-------------------|
| <b>Skipton Building Society</b> | <b>£67,165.62</b> |
|---------------------------------|-------------------|

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**Current Balances:**

|   |                          |
|---|--------------------------|
| Neighbourhood Plan                                  | £445.00                  |
| P3  | £778.35                  |
| Sherford Reserve - for any legal fees etc           | £4,108.69                |
| Sherford Reserve - for a BPC approved project       | £10,000.00               |
| Transparency Code                                   | <b>-£25.00</b>           |
| Sherford 106 Contribution to Brixton Parish Council | £10,265.98               |
| Locality Grant                                      | £250.00                  |
| Bus Shelter   | £3,107.00                |
| Brixstix monies received to date                    | <u>£750.00</u>           |
| <b>Total of Fund allocated</b>                      | <b><u>£29,680.02</u></b> |

Transparency Code **£-25.00** - will bring balance to zero once VAT refund received  
 Brixstix monies promised to date (£4000 National Lottery; £700 County Cllr Hart; £1,000 Feoffee Trust)

Cllr Wakeham proposed to accept the Financial Statement for October 2017. Cllr Wills seconded. Unanimous agreement by all others in attendance by show of hands.  
 It was agreed that Cllrs Hitchins & Wills would follow up the payment for the October works for grass cutting etc.

**57.2 VAT Refund**

Clerk has submitted a VAT refund form for £646.90 from 1<sup>st</sup> April to 30<sup>th</sup> September 2017.

**58. Planning Applications received from SHDC during October 2017**

**3177/17/FUL Construction of a new canopy to provide protected play area for reception classroom Brixton St Mary Church of England Primary School, Eliotts Hill, Brixton. PL8 2AG**  
*Support*

**3055/17/FUL Construction of five new dwellings, with associated access road, landscaping and infrastructure including demolition of existing stables / outbuildings Hartlands, Lodge Lane, Brixton. PL8 2AU**  
*Site Visit to be conducted Friday 27<sup>th</sup> October*

**3483/17/FUL Erection of temporary training skills centre (5 years)**  
**Land at SX 545 542, Vinery Lane, Plymouth**

**3349/17/VAR Variation of condition number 2 (approved plans) following grant of listed building (consent 07/0629/15/LB) conversion to single dwelling**  
**Meadow View Cottage, formerly known as Linhay Adj., Spriddlestone, PL9 0DW**

**2621/17/VAR Variation of condition number 2 (approved plans) following grant of planning permission 07/0628/15/F (conversion to single dwelling)**  
**Meadow View Cottage, formerly known as Linhay Adj., Spriddlestone, PL9 0DW**

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## 59. Planning Decisions made by SHDC during October 2017

**2502/17/HHO Householder application for single storey extension to rear**

**12 The Crescent, Brixton, PL8 2AP**

*Conditional Approval*

**2524/17/FUL Erection of a dwelling linked to business use of the site by A Staddon Groundworks.**

**Ridge Cross, Wembury Road, Wembury PL9 0DN**

*Refusal*

### **Information received with regard planning application 1812/17/OPA – Proposed development site Land at Venn Farm**

It was brought to the attention of the Clerk that this application is no longer on SHDC website. SHDC has confirmed that the application is invalid (as the red line on the site location plan does not include all the land which is part of the description of development). The applicant was asked to submit a revised planning application; this had not been received as at 16/10/2017

## 60. Local Issues and Councillor Reports

### 1a. Sherford Update

The next meeting of the Sherford Liaison Group is to be held on Thursday 2<sup>nd</sup> November.

Items for the agenda include swimming pool, S106 monies, Red Lion Hill, flooding and narrowness of road to Plympton.

### 1b. Sherford Community Land Trust update – Cllr Williams

Cllr Williams reported that the group is still waiting for DCC and Plymouth City Council to allow their directors to register, this is unlikely to happen before Christmas. Until this happens work supporting the community or set up the land trust cannot start. District Cllr Brown agreed to follow this up with SHDC.

## 2. Community Emergency Plan (CEP) – Cllr Williams

Cllrs Williams reported that the CEP's for both Brixton & Yealmpton parishes have been updated and that Yealmpton PC is undertaking a table top exercise with a similar exercise in Brixton in January. The joint purchase of 2-way radios is being negotiated. YPC have purchased 'Road Closed' signs, Clerk will add this to the November agenda of BPC. YPC also use a parish council email address for all councillors. Clerk to investigate and report back and to hold the newsletter until the email addresses have been agreed.

### **Devon Highways -Snow Wardens and Winter Service**

Cllr Williams will ensure that the online form for the Snow Warden Scheme is completed in conjunction with Steven Cane (Parish Snow Warden). Any requests from parishioners for the collection of salt need to be directed via Cllr Williams or Clerk. Cllr Williams asked parishioners to inspect the grit bins to ensure there are sufficient stocks of grit held.

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### 3. Brixton Composters – Cllr Murch

No report received

### 4. Neighbourhood Plan update – Cllr Hitchins

Cllr Hitchins produced a draft of the Plan which is nearly completed and ready for a 6 week statutory consultation in November and December. Cllr Williams proposed a vote of thanks to the members of the Neighbourhood Plan Group for producing the Plan, their commitment to the work was very much appreciated; this was supported by all Councillors.

### 5. P3 (Footpaths) Update – Cllrs Huxtable and Wakeham

Footpath inspections will be completed by volunteers by Friday 3<sup>rd</sup> November. P3 Councillors will meet with Ros Davies, Public Rights of Way Officer on Monday 13<sup>th</sup> November to discuss all outstanding issues.

Cllr Wakeham reported that the Silverbridge Way path is only 1 foot wide. The weeds have been sprayed but not cleared; farm vehicles are also using the path. It was agreed that the Clerk should inform Yealmpton Parish Council.

### 6. IDALC Meeting feedback

Cllrs Wills and Williams attended the IDALC meeting on 28<sup>th</sup> September. Guest Speaker Jill Davis, Chief Officer of CVS (Community Voluntary Service). Only 3 IDALC councils were represented at this meeting and the chair expressed his disappointment at the low attendance, a letter will be sent to all IDALC Councils to try to improve attendance.

### 7. Clerk IDALC Meeting feedback

Clerk attended a meeting of IDALC Clerks on Wednesday 11<sup>th</sup> October. There were 6 Clerks in attendance, topics discussed were planning applications, lengthsmen, sharing contract labour, progress on Neighbourhood Plans, Councillors Register of Interests, Audit arrangements and the 'One Council' recommendations and Data Protection training. Yealmpton Parish Clerk will compile a list of local contractors that parishes use. Brixton will host the next meeting on Wednesday 25<sup>th</sup> April 2018.

### 8. Bee Friendly update

Cllrs Calvert and Williams reported they were making good progress. The magazine article has been drafted and Kevin Paull has agreed to assist with the project. Rose from Otter will liaise with the children at school. Martyn Oates has offered land near Brixton Torr for wild flowers to be planted. Cllr Williams has maps of the verges agree which ones can be utilised.

### 9. Traffic Speed Signs

The Parish Council considered three quotations for signage. Following discussion it was agreed to also have a data recorder. Two volunteers will be required to charge the batteries on a weekly basis. Meeting the cost of recharging the batteries was discussed further inquires to be made on the potential cost of recharging and agree a nominal payment. Cllr Hitchins will clarify this cost with Roger Smith.

Cllr Calvert proposed that the sign is purchased from Thermotor; this was seconded by Cllr Wills. All others in attendance were unanimous in agreement. Clerk will confirm the suitability with Nick

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Colton before the purchase is completed and negotiate purchase of one sign, 3 brackets so that the sign can be used in 3 places; and agree the future location of the signs. Discussion with regard the purchase of an extra sign for outside the school ensued, Cllr Parish will clarify with Head Teacher that the existing flashing sign is working initially.

All Councillors thanked Roger Smith for all his hard work in obtaining the quotations.

#### **10. Brixix Play Space update**

Brixton Parish Council has been awarded £4000 from the 'National Lottery Awards for All' towards the Brixstix improvements. Congratulations were extended to Cllr Parish for his work in securing this grant. The funds in place are: £4000 National Lottery Funding, £1000 Feoffee Trust, £750 District Cllr Cane and £700 from County Councillor Hart (need to invoice DCC for these monies on completion of the project). Cllr Parish will clarify the payment requested from Brixton Composters. Options for the balance would be The Community Re-Investment Fund, S106 monies or to reapply to The Feoffee Trust for an additional £1000. Cllr Parish will obtain an up to date quote from Earth Wrights.

#### **11. Community Re-Investment Fund**

The deadline is Monday 8<sup>th</sup> January 2018, projects need to be community led project, be capital in nature, have a lasting impact and provide or improve community infrastructure. Options discussed were a Trim Trail from Yealmpton to Brixton, refurbishment of phone boxes (see below), Silverbridge Way and Solar signs for speeding traffic. Cllr Wakeham reported that the path along Silverbridge Way was not the specified width of 1.5m in most places, the weeds have been killed but it has been left and not scrapped away. Cllr Wakeham proposed that the original contract is checked and contact P Burrige re the width of the path, this was seconded by Cllr Wills, all others in attendance were unanimous. Discussion ensued with regard footpaths towards Sherford, it was stated that this is what the S106 will be used for.

#### **12. BT Telephone Kiosk usage – progress update**

Cllr Parish stated that he thought this should be in two stages, initially to get them looking good again. Cllr Parish will obtain 3 quotations to include the price of shelving and solar lighting for each kiosk. Clerk has provided Cllr Parish with a list of the appropriate restoration materials recommended by BT. Constructive ideas for their future use to be considered at the November meeting currently ideas include book swap, sale of eggs and vegetables. Cllr Calvert will ask on Facebook for ideas for usage.

#### **13. Section 106 Contributions update**

Cllr Hitchins and Cllr Wills attended a meeting with SHDC officers on 11<sup>th</sup> October. S106 monies to be discussed at the November meeting as some are required to be used by 2019.

#### **14. Councillor's Report**

Cllr Williams - will be attending Yealm Estuary Management Meeting 31<sup>st</sup> October 2017 and has been provided with facts that SWWA can't cope with additional buildings.

Cllr Parish – the land that houses the Scout Hut has now been sold and the Scout Leader is concerned that the Scouts will have nowhere to meet.

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BPC will be hearing from SHDC in the near future with regard the possible purchase of amenity land at Cofflete Creek.

Parking at Brixton Torr has become very problematic with parking in the turning bay. Clerk to add this to the Traffic Management Agenda.

CLlr Calvert - the lengthsman have visited Spriddlestone and established that the drain has been removed during previous road works. This is now being investigated.

CLlr Wakeham – there is tipping occurring in the old brickworks. CLlr Hitchins will contact the landowner.

CLlr Hitchins - TAP Fund, need an innovative project. Clerk will place on November agenda. Correspondence has been received with regard Halloween Pumpkins, CLlr Calvert has placed on Facebook. CLlr Calvert agreed to approach Otter Nurseries with regard a Christmas tree for The Green. Clerk to clarify with university student completing the dissertation about placing her details on the website and Facebook. CLlr Hitchins to invite her to Sherford Consortium.

CLlr Calvert proposed that BPC advertise the vacancy of Parish Councillor, CLlr Williams seconded, all others in attendance were in agreement.

#### **61. Correspondence for information / discussion**

61.1 Heating Oil Club – CLlr Calvert will place on Facebook.

61.2 Number 3 Bus Timetable changes

61.2 Devon and Cornwall Alert

61.3 Town and Parish Council Event – Monday 27<sup>th</sup> November at 6.30pm.

61.3 SHDC Press Release - Work starts on first Sherford Primary School

61.4 SHDC Press Release - Setting a Balanced Budget

61.5 SHDC Press Release - One Council Results are out and ready for Scrutiny

#### **Date of next meeting**

Brixton Community Room

Wednesday 29<sup>th</sup> November 2017 at 7pm

Meeting closed 10.00 pm

**Kirstie Aldridge, Clerk to Brixton Parish Council**

Date .....

Signed .....  
Mrs E Hitchins – Chair Brixton Parish Council