



Draft Minutes of Brixton Parish Council Meeting 26th April 2017
Brixton Community Room 8.10 pm

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

In attendance: District Councillor Basil Cane

Members of the public in attendance: 13

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

Open Forum including issues raised by parishioners

Brixton Parish Council Police Report April 2017

From 27th March to 19th April 2017

Brixton

2nd April, dog dangerously out of control, enquiries ongoing CR/024457/17

3rd April, making off without payment, motorist drew fuel and failed to pay CR024587/17

Staddiscombe

Overnight 11th /12th April, theft from car CR/028108/17

14th April, shoplifting CR/028079/17

18th April, shoplifting CR/028954/17

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

Report received from Devon County Councillor (DCC) John Hart

Cllr Hart sent his apologies. Devon County Council will be doing a temporary repair on the A379 just after the Brixton dip in the autumn.

Report from South Hams District (SHDC) Councillor Basil Cane

Congratulated the NPG on the good work that they are doing and how proud he was. He explained that this was the chance for SHDC to listen and wished the NPG good luck on the most important thing for Brixton that will be completed until 2034. New Deputy Leader for the District Council is Simon Wright from Salcombe. There will be a Full Council Meeting on May 11th introducing changes on the committees and on the Executive District Cllr Cane will move to Scrutiny and Cllr Brown to Development and Control and to the Executive.

Report from South Hams District (SHDC) Councillor Dan Brown

District Cllr Brown, in an email, had advised that he had set the wheels in motion for Brixton to get a Bottle Bank at the Composting Site.

Open Forum Issues

The grass needs cutting in the church yard, Cllr Wills confirmed that SHDC contract is for 3 cuts a year and it was scheduled to be cut soon.

Date

Signed
 Mrs E Hitchins – Chair Brixton Parish Council

With regard to the variation in the Sherford Planning application, will this include the swimming pool. BPC will raise this at the Sherford Liaison Meeting on 23rd May.

The footpath from Otter to Coombe Lane, the gate is padlocked and the footpath sign defaced. Cllr Huxtable will investigate.

Grass cutting, every wild flower has been decimated. BPC have asked contractor for a certain number of cuts per year so if parishioners want to keep this may have to look at reducing the number of cuts.

Open Forum Closed

1. Welcome & Apologies:

Cllr Hitchins welcomed everyone to the meeting

Apologies were also received from County Councillor Hart, District Councillor Brown, PSCO Potter and accepted by all Councillors

2. Declarations of Interest:

Cllr Hitchins and Cllr Williams declared an interest in agenda point 7

3. Confirmation of minutes of Parish Council Meeting on Wednesday 29th March 2017

Cllr Wills proposed to accept the minutes of the meeting 29th March 2017 as an accurate record of the meeting. Cllr Wakeham seconded. Cllrs Huxtable, Martin and Parish abstained. All others in attendance were unanimous. Cllr Hitchins signed the minutes as Chair of the relevant meeting.

4. Matters arising

Hill Top Cottages Street Lighting

BPC have been informed by Terry Hicks, Traffic Signals & Lighting Team Manager, stated that there is no funding to provide additional lighting and unless additional lighting is locally funded he would be unable to assist. There is the option of fixing a single light to an existing wooden pole. Cllr Hitchins will liaise with parishioner who raised this.

Schedule of Drain Cleaning

A link has been provided to the Clerk to check when these drains will be cleaned which will be updated after April. When the Clerk published will ensure parishioners are informed of when cleaning will occur.

5. Local Issues and Councillor's Reports

1a. Sherford Update

Next Sherford Liaison Meeting 23rd May 2017.

1b. Sherford Community Land Trust (SCLT) update – Cllr Williams

Sherford Community Land Trust is not established yet but will be a Trust that will keep safe and protect the park land and any facilities that end up in its management. DCC or PCC will be responsible for the schools with the SCLT responsible for other aspects that are not private, ie housing. The Trust has a responsibility to encourage the community and development, it is a 30-40 year programme. It will be 10 years before any assets come to the Trust to manage. Draft Articles of Association are still being discussed with SHDC, DCC and PCC and BPC. Cllr Williams has raised connectivity as an issue. Need 300 properties to be inhabited before so that there are enough

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residents to run the board. There is a requirement that each of the councils forward a nominee to be a Director of the Land Trust. This nominated individual will become an unpaid legal director of this entity and will be nominated by BPC and there to represent BPC interests. Cllr Huxtable proposed that BPC nominate Cllr Williams as a Director of the Sherford Community Land Trust, seconded by Cllr Hitchins. All others in attendance were in agreement.

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

Cllr Williams explained that two meetings had been held this, the Emergency Team on 5th April and training for community volunteers on 19th April, through an organization, funded by Environment Agency. It has been clarified that volunteers who help in an emergency and who have been trained are covered by insurance. Cllr Williams and Cllr Fiona Pritchard (Yealmpton Parish Council and Yealmpton Emergency Plan Coordinator) were congratulated by trainers on their plans and on the fact that 2 parish councils are working together.

Cllr Williams confirmed that BPC Emergency Team is happy to work with all neighbouring parishes, Clerk to speak to Chair of Carrollsland Residents Association to seek a named contact.

3. Brixton Composters update – Cllr Murch

No update.

4. Neighbourhood Plan – Cllr Hitchins

Public consultation planned for Saturday 6th May in the Community Room at St. Mary's School Clerk will email the Thriving Towns and Villages Settlement Boundary Topic Paper to all Councillors.

5. Joint Local Plan – regulation 19 Consultation – 15th March to 26th April – Cllr Hitchins

NPG has drafted a response from BNPG and BPC for this consultation, this was circulated to all BPC prior to the meeting. Cllr Wills proposed that BPC send this response, seconded by Cllr Wakeham. All others in attendance were in agreement. Clerk to send off response this evening to comply with the deadline (26th April midnight)

6. P3 (Footpaths) Update – Cllr Huxtable and Cllr Wakeham

Footpath 10 – Woodland Drive to Gorlofen. Cllr Huxtable confirmed that Peter Guy DCC has contacted the landowner. Parishioner confirmed that the width has been now adhered to.

7. Brixstix Play Space

Original quote £7,143. Cllr Wills proposed that Cllr Parish can continue to seek funding opportunities, including writing to Feoffee Trust for a contribution £3000, investigate the S106 monies and seek other sources of funding, perhaps from the Hele Foundation. This was seconded by Cllr Calvert and all others in attendance were in agreement.

8. Community Re-Investment Fund

Money that SHDC gets as a result used in communities for projects December applications. Cllr Hitchins explained that it was important that BPC don't miss out on this funding again this year. Clerk to send out information to all BPC including the successful projects. Clerk to keep this on the agenda and Cllrs to look into any possible projects and bring to the forthcoming meetings.

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9. Brixton Stones – cost of raising stones – Cllr Wakeham

Cllr Wakeham has tried to obtain more quotations but no more have been received. BPC agreed to consider the two quotations received. Cllr Wills recommended the quotation from Mr Thackeray for £787.00. Cllr Wills seconded this proposal and all others in attendance were in agreement. BPC thanked District Cllr Cane for the initial idea and Cllr Wakeham for his work.

10. Bee Friendly Parish – Cllrs Calvert and Williams

Cllr Calvert has spoken to Otter with regard to this project and sought clarification from BPC. BPC confirmed that it would like to raise awareness across the whole parish and have something visual promoting a bee friendly parish. Cllr Calvert and Cllr Williams will meet to discuss and will contact Higher Spriddlestone, Fordbrook Nurseries, Poundsley and Otter Nurseries.

11. BT Telephone Boxes

Clerk has now received the contract to purchase the two telephone boxes in the village from BT. Clerk sought advice from DALC who advised seeking legal advice. Cllr Wills proposed that BPC seek legal advice and this was seconded by Cllr Williams. All others in attendance were in agreement. Clerk to seek legal advice.

12. BPC Insurance Quotation

Clerk has received the quotation for the insurance for the year 2017/2018 (to commence 1st June 2017). The new quotation includes the four Bus Shelters and two Telephone Boxes. Cllr Hitchins asked Clerk to include the Dog Bin on this quotation. Clerk is already seeking clarification on the 'personal accident' section as this now only includes Clerk and Council Members, BPC will need this to include volunteers. Clerk will add this to the May agenda to agree.

13. BPC App update

The App has now been launched and Clerk encouraged parishioners to download the app from the App Store. If parishioners enable notification they will receive reminders from Clerk with regard to forthcoming events.

14. Anti-Fraud & Corruption Policy, Whistleblowing Policy and Investment Policy

Councillors had been sent Anti-Fraud & Corruption Policy, Whistleblowing Policy and Investment Policy prior to the meeting. Cllr Wills proposed that BPC adopt these policies. Cllr Calvert seconded. All others in attendance were in agreement.

15. Councillor's Reports

Cllr Murch Parishioner had conveyed details of a large lorry in the lanes. Clerk and Chair were also made aware, Clerk will email details to PSCO Potter and add to the Traffic Management Agenda for June.

Cllr Parish There is a requirement for resurfacing on the cycle route between Brixton and Elburton. Cllr Parish would like to register an interest for the competition / funding from Innovate UK - Department of Transport to improve the path. 14th June is the deadline. SHDC section has been cleared but going into the Plymouth area, resurfacing is required. Cllr Hitchins will send details with

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regard to S106 monies to Cllr Parish. Cllr Huxtable proposed Cllr Parish register an interest for this funding, seconded by Cllr Calvert, all others in attendance were in agreement.

Cllr Parish would like to raise awareness in Torr with regard to access for Emergency Vehicles due to parking. Cllr Parish will draft a letter that can be sent by BPC to residents of Torr.

Cllr Calvert spoke about the speed of the traffic through Fordbrooke Lane, Clerk has written to all neighbouring parishes to obtain a joint approach to this, no replies have been received yet.

Cllr Huxtable thanked Cllr Hitchins for reading out the social housing letter at the April meeting and that District Cllr Cane had delivered the letter the Housing Department at SHDC.

Cllr Wakeham is liaising with Marcus Cane re the repairs to the bus shelter.

Cllr Williams attended the River Yealm meeting and raised the subject of the sewage works and if anyone has any information to report to BPC.

Cllr Martin expressed his disappointment with regard to District Cllr Brown's decision on the Scout Hut planning application and the outline for 2 dwellings. Following discussion Cllr Martin proposed that Cllr Hitchins emailed District Councillor Brown on behalf of BPC as a matter of urgency to bring to his attention the numerous protection policies the 2 sites while supporting the need for the scouts to have new hut but not at the expense of the current woodland and the impact of building in the AONB. Cllr Wakeham seconded. All others in attendance were unanimous.

Cllr Hitchins In the open forum a parishioner asked could the grass cutting wait until after the wild flowers. BPC decided that the current contract will remain in place this year and this will be considered next year when BPC can pick a designated area.

BPC will ask SHDC for training on planning policies.

Neighbourhood Watch are still looking for a representative in Canes Orchard. This has now been advertised on Facebook.

SHDC are interested in principle that BPC take over the site at Cofflette Mill and perhaps transferring the verges and play space. Cllr Hitchins will ask SHDC to formally write to BPC

6. Planning Decisions made by SHDC during March 2017

2771/16/FUL Tuscany's Social Club, Legion Lane, Brixton, PL8 2AN

Demolition of redundant club and meeting rooms and construction of 4no. dwelling units (resubmission of 2939/15/FUL)

Conditional Approval

7. Financial Matters

Financial Statement for April 2017

Monthly Finance Report Financial Year 2016/17

April 2017

Receipts:	Amount	Fund
Precept (1st instalment)	<u>£14,030.00</u>	General

Date

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£14,030.00**Payments:**

P Burridge - Verges & Silverbridge March	£205.20	General
Lee Bray	£900.00	NP
E Hitchins - Expenses	£44.10	General
G Searle - Village Website	£174.89	General
H Deas Williams - Expenses	£176.18	General
P Burridge - Verges & Silverbridge April	£205.20	General
Clerk Wages	£658.32	General
Clerk Expenses	£58.45	General
Clerk Office Allowance	£20.00	General
Groundwork UK	<u>£185.00</u>	NP
	<u>£2627.34</u>	

Statement balance at 19th April 2017

Current Account:	£12,193.50
Deposit Account:	<u>£2,207.87</u>
TOTAL:	<u>£14,401.37</u>

Passbook balance at 5th April 2017**Skipton Building Society £50,060.62****Current Balance:**

Neighbourhood Plan	£989.60
P3	£785.35
Sherford Reserve - for any legal fees etc	£4,858.69
Sherford Reserve - for a BPC approved project	£10,000.00
Silverbridge Way	£372.00
Transparency Code	£125.00
Sherford 106 Contribution to Brixton Parish Council	£10,265.98
Locality Grant	£250.00
Bus Shelter	<u>£3,107.00</u>
Total of Fund allocated	<u>£30,568.62</u>

Neighbourhood Plan - VAT refund will bring this figure to **£39.97**

Cllr Wills proposed that BPC bring this subaccount to a zero balance, Cllr Williams seconded, all others in attendance were in agreement.

Cllr Calvert proposed to accept the Financial Statement for April 2017. Cllr Martin seconded. Cllr Williams and Hitchins abstained. Unanimous agreement by all others in attendance by show of hands.

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Councillors had received the updated Internal Controls, Financial Regulations and Risk Assessment prior to the meeting and Cllr Wills proposed that BOC adopt the policies. Cllr Williams seconded. Unanimous agreement by all others in attendance by a show of hands.

Clerk confirmed that a VAT Reclaim had been submitted for £1305.31

Correspondence for discussion

8.1 Community Safety Partnership (CSP) Forum – Monday 15th May

Cllr Hitchins may be able to attend.

8.2 Horse Chestnut Tree on The Park

This work will be carried out on 17th / 18th May when the footpath in the park will need to be closed.

Advance warning notices will be placed in the park.

Date of next meeting

Brixton Community Room

Wednesday 24th May 2017 at 7pm

Meeting closed 9.54 pm

Kirstie Aldridge, Clerk to Brixton Parish Council

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council