



Draft Minutes of Brixton Parish Council Meeting 27th September 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 Brenda Huxtable, Cllr Helen Williams, Cllr Ian Martin.

In attendance: Kirstie Aldridge, Clerk; District Councillor Dan Brown; District Councillor Basil Cane; Andy Woodward, Ivybridge Neighbourhood Team Leader; SHDC Leader Cllr Tucker and Deputy Leader Cllr Wright

Members of the public in attendance: 16

Cllr Hitchins opened the meeting by thanking everyone for coming and introduced the guest speakers and explained the format of the meeting.

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

Open Forum including issues raised by parishioners

Police Matters

Report August 2017 - From 24th July to 31st August

Brixton

25/7 report of an assault, minor injury, enquiries ongoing CR/061775/17

19/8 theft of car, vehicle later recovered CR/070136/17

19/8 attempt theft of a car CR/071444/17

21/8 vehicle interference CR/070801/17

21/8 vehicle interference CR/070980/17

21/8 report of a burglary dwelling, no further Police action CR/070979/17

22/8 theft of property from a car CR/071670

23/8 theft of car, vehicle later recovered CR/071411/17

26/8 theft of a car, vehicle later recovered CR/072689/17

28/8 theft CR/073244/17

Staddiscombe

No reported crime

Report September 2017 - From 1st to 24th September

Brixton

No reported crime

Staddiscombe

9th, counterfeit £50 note used to make purchase, enquiries ongoing CR/077705/17

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

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

Guest Speaker – Sergeant Andy Woodward, Ivybridge Neighbourhood Team Leader based at Ivybridge Police Station

Sergeant Woodward updated on recent incidents within the parish and advised that cars should be locked and keys removed for greater security. Cllr Hitchins thanked Sergeant Woodward for his full report.

Guest Speakers – SHDC Leader Cllr Tucker and SHDC Deputy Leader Cllr Wright

Cllr Tucker outlined the reasons for the proposed merger between SHDC and West Devon Borough Council (WDBC) - the consultation closes on 8th October 2017.

Questions raised were: should there be a separate meeting involving all parishioners? As a resident how better off will I be if SHDC merge with WDBC? There will be an increase in council tax. At present there is a limited cap of £5 increase in Council Tax which will not be implemented until 2019 at the earliest. If merger is the option how long can you continue in the current climate? Local government finance is uncertain. Following the 8th October, the survey results will be analysed and considered by SHDC Scrutiny Committee and a working group with WDBC, which will make a proposal from both councils to be lodged with central government in November. A decision will be made in the middle of June / July next year in preparation for the 2020 elections. SHDC have 2400 electors to each Councillor WDBC 1450.

Has every resident in every parish been sent anything? 62000 cards were distributed by the Post Office and there has been a mixed reaction to date. If this proposal is not lodged in November the next time will be 2023. Cllr Hitchins returned to the question of an additional meeting, those present were unanimous that there was no need for an additional meeting. Cllrs Tucker and Wright were delighted that they had been asked to meet with parishioners. Cllr Hitchins thanked both Cllrs on behalf of the community of Brixton for attending the meeting.

Other issues

New flooding on the road from Red Lion Hill to Deep Lane, Clerk to contact Nick Colton DCC Neighbourhood Highways Officer to enquire as there have been flood signs placed.

The subject of signs in the village was raised again, Nick Colton explained that these are AA signs and are permitted for a period to direct people to new developments (usually no more than 6 months) Clerk read email from Brixton Stores detailing the changes in the shop and post office hours.

Report from County Councillor John Hart

The new primary school is due to start being built shortly at Sherford. He can't find any truth in the suggestion that other councils have bought properties in Sherford. Some work has been done on the road between Plympton and Red Lion Hill, the drains have been cleared and some potholes repaired. DCC is beginning the budget cycle preparing for a reduction in the budget again next year by about £30 million. An extra £7.5 million has been announced for Devon Schools.

Reports from District Councillor Basil Cane

Cllr Cane asked all parishioners to give responses with regard 'One Council Proposal'.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

Report from District Councillor Daniel Brown

The 'One Council Proposal' – important that action is taken to prevent front line services from being cut. There is a budget setting workshop 28th September to discuss the budget.

Open Forum Closed

43. Welcome and Apologies for Absence

Cllr Hitchins welcomed everyone to the meeting.

Apologies were also received from County Councillor John Hart and accepted by all Councillors

44. Declarations of Interest

Agenda point 48.1b – Cllr Williams declared that she and her husband both own properties in the village.

45. Confirmation of minutes of Parish Council Meeting on Wednesday 26th July 2017

Cllr Wills proposed to accept the minutes of the meeting 27th July 2017 as an accurate record of the meeting. Cllr Wakeham seconded. Cllr Martin abstained. All others in attendance were unanimous. Cllr Hitchins signed the minutes as Chair of the relevant meeting.

46. Confirmation of minutes Planning Meeting Parish Council Meeting on Monday 17th July 2017

Cllr Williams proposed to accept the minutes of the meeting 17th July 2017 as an accurate record of the meeting. Cllr Hitchins seconded. Cllrs Martin, Calvert, Huxtable, Parish and Wakeham abstained. All others in attendance were unanimous. Cllr Wills signed the minutes as Chair of the relevant meeting.

47. 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 Richard Darlow, Sherford Consortium to liaise with Nick re the siting of the signs.

Update on lane clearance at Torr

Peter Guy DCC Footpaths Officer is arranging for a contractor to tidy up the work on the lane as it links the public footpaths around Brixton Torr.

Update on Quiet Lane Status

Clerk wrote to Head of Planning, Transportation and Environment but had no response and has now written to Cllr Hughes, Cabinet Member for Highway Management. Still awaiting a response.

Update Smell at Otter

Otter Nuresries plan to install different ventilation pipes from the customer toilets and reviewing the man hole covers that run from the toilets to the septic tanks.

Date

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Mrs E Hitchins – Chair Brixton Parish Council

Update AONB Gateway signs

There is delay on the signs due to the incorrect logo being printed on signs in Wembury and Kingswear.

Update Flooding between Brixton and Plympton

Refer to County Councillor Harts report. Clerk will contact Nick Colton with regard the new flooding issue. The road is now narrow in this location, Cllrs will raise at Sherford Liaison

Update on the Ivy on the wall on A379

Cllr Hitchins will follow up

Information re the ‘yellow signs’ on the approach to the village

These are AA signs and are permitted for a period to direct people to new developments (usually no more than 6 months)

Information re the hedge on Chittleburn Hill

At present this doesn’t meet the criteria set by DCC, once it does Nick Colton, Neighbourhood Highways Officer; DCC will ensure it is cut back.

Update on pavement Red Lion Hill / Stamps Hill

Nick Colton, Neighbourhood Highways Officer has raised an order for the vegetation obstructing the passage and visibility to be cut back.

Update on Brixton Stones

The bases of the stones are uneven, so the project to reinstall the stones is ongoing.

Update on Bus Shelter repairs

Marcus Cane is investigating traffic control prior to completing the repairs.

48. Local Issues and Councillor Reports

1a. Sherford Update

The next meeting of the Sherford Liaison Group is to be held on Thursday 2nd November. Three Councillors attended the Lindon Homes House Warming event; they met new residents who want to influence and be part of a new community. School plans to open in September 2018.

1b. Sherford Community Land Trust update – Cllr Williams

BPC Chair signed the memorandum of association of Sherford Community Land Trust Ltd to enable it to be formed as a company. The signatures will be DCC, SHDC, PCC and BPC and developers. Cllr Williams stated there is a need for vigilance as developers try to steer to their advantage. Cllr Williams clarified that she is the nominated director and that the trust will be under scrutiny and needs to act on behalf of the Sherford community. Families in attendance want footpaths etc There has been no board meeting yet and draft articles are in place. Chair thanked Cllr Williams for her hard work on this.

Date

Signed
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2. Community Emergency Plan – Cllr Williams

Meeting will be held in October / November with Yealmpton.

There will be a joint exercise with Yealmpton in the spring meeting.

3. Brixton Composters – Cllr Murch

No report

4. Traffic Management Committee meeting update – Cllr Wills

The Traffic Management Committee was held on 11th September. Nick Colton confirmed that Fordbrook Lane white line will be remarked in the future. The bulge in cemetery wall has been completed. Rumble strips, Nick Colton confirmed that it was not policy to reinstall these when resurfaced but he will try to get them reinstated. Traffic recording machine outside Rogers will be placed soon. Coombe Lane has been cleaned. Torr Lane' unsuitable for wide vehicle signs' were preferable to the sign with a width as BPC would be liable if this was wrong - two signs, facing each way at the entrance to Tor were agreed Cllr Parish to follow up . Spriddlestone drain has been cleared but needs to be done again. Drains in Cherry Tree Drive and outside Just Williams are filled with cement, this will be looked into. Vegetation at the bottom of Red Lion Hill will be looked into. Parking cars on the pavement is illegal and where an obstruction occurs the registration of the vehicle should be should be reported to the Police

Cllr Hitchins explained that the speed sign, shared with Wembury, has now been moved to Stamps Hill. Details of LED Vehicle activated signs and costings were discussed, it was agreed that this would be considered at the October meeting once further information and quotations had been received.

5. Traffic / parking outside the school – Cllr Parish

Cllr Parish had contacted the Head Teacher, with regard the increasing traffic problem outside the school. PSCO Potter has offered to be there at pick up and drop off times. Cllr Parish has mentioned to the school re Year 6 children getting involved in monitoring motorists.

6. Neighbourhood Plan update – Cllr Hitchins

Draft plan which has polices and plans from now to 2034 will be coming to BPC in October for agreement to proceed to a 6 week public consultation. This will commence in November and finish before Christmas. Following the consultation the final plan and brought back to BPC for agreement and approval prior to it being lodged with the planning examiner at SHDC. There will be an article in village magazine about the consultation. Parishioners can write to the parish council about their views.

7. P3 (Footpaths) Update – Cllrs Huxtable and Wakeham

Ros Davies DCC Public Rights of Way had reported that remedial work has begun on Footpath 30 / 31 at the bridge "the path remains closed and Public Rights of Way are looking at the most efficient way to remove the bridge, working with the landowner". Parishioner asked for a notice to be placed on the gate.

There will be a meeting of P3 Councillors and Ros Davies in November to review the inspections.

Cllr Wakeham stated that the Silverbridge Way path is still less than 1 metre wide. Should the path have been cleared and scraped back? Clerk will clarify. The tarmac is becoming green and slippery; Clerk to report to Yealmpton Parish Council.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

Woodland Drive to Gorlefen – Cllr Huxtable has asked for the footpath to be cleared. The banks of the Silverbridge Way footpath are being destroyed by agricultural vehicles. Cllr Hitchins will contact land owner.

8. Brixstix Play Space update

Cllr Hitchins has written to SHDC to inform that them that £3000 has been raised for the movements - have asked for approval to release S106 monies as matched funding Cllr Parish will confirm with Cllr Hitchins the exact figure raised so far.

9. Community Re-Investment Fund

Deadline Monday 8th January 2018, projects need to be community led project, be capital in nature, have a lasting impact and provide or improve community infrastructure.

The options discussed were to add a Trim Trail along Silverbridge Way with other equipment in Brixton and Yealmpston, and the refurbishment of telephone boxes. Cllr Hitchins will speak to Geoff Craddock prior to their meeting on Monday 2nd October. Cllr Parish investigate the telephone box project at Fordbrooke

10. Discuss and agree the purchase of a 'unsuitable for wide vehicles' sign for Brixton Torr

Cllr Parish is in contact with a Torr parishioner with regard the signs, following from Traffic Management meeting. The signs required are: two signs 'unsuitable for wide vehicles'. Cllr Wills proposed that Cllr Parish should progress this with a Torr Parishioner and that BPC will allocate a budget of £100 budget to purchase these signs in conjunction with Torr parishioner. Seconded by Cllr Huxtable.

11. Bee Friendly Parish – Cllrs Calvert and Williams

Cllrs Williams and Calvert produced a Bee Friendly Proposal for wildflowers to be planted on the verges as a start to becoming bee friendly. Clerk to add this to the October meeting when Cllr Calvert and Williams will have identified the verges. Clerk to send map of verges to Cllr Williams and Calvert.

12. Telephone Kiosk update, discuss and agree adding these to the insurance policy.

Agree timescales for future plans.

BT has confirmed that the two telephone kiosks – The Green and Fordbrook – have been decommissioned. The cost of adding these to the Parish Councils Insurance Policy is £23.18. Cllr Wills proposed that BPC add the telephone kiosks to the insurance policy, Cllr Wakeham seconded. All others in attendance were unanimous. There will be a working group at Torr led by Cllr Parish and one for The Green to include local residents.

13. Section 106 Contributions update

Cllr Hitchins and Cllr Wills will be attending meeting with SHDC officers on 11th October.

14. 'One Council' Proposal – discuss and agree a response from BPC

Cllr Hitchins reiterated what Cllrs Wright and Cllr Tucker stated, that all parishioners submit their individual responses. Discussion ensued from all Councillors and the following was agreed:

Date

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Mrs E Hitchins – Chair Brixton Parish Council

Cllr Wakeham proposed that will BPC will accept the 'One Council Consultation' but with a reluctance to lose the name / identity of South Hams but see no alternative. Seconded by Cllr Wills. All others were in agreement with this wording. Clerk to forward BPC's views to SHDC

15. Annual Review of Training Statement of Intent, Disciplinary & Grievance Procedure and Policy & Procedure for the Management of Planning Applications from SHDC – discuss and agree

Cllrs had received the policies prior to the meeting. Cllr Wills proposed that BPC update the above policies. Cllr Williams seconded. All others in attendance were unanimous.

16. Canes Orchard – Lighting to steps discussion

Email from resident stating that in Canes Orchard, during the hours of darkness the steps which run through the centre of Canes Orchard are hazardous as they are unlit . This was not included in the original planning application. Cllr Hitchins confirmed that she will write to the developer formally to ask for the provision of lighting.

17. Holmbush Way sign

Tim Pollard, Localities Engagement Officer confirmed that the replacement of this sign is in hand.

18. Discuss outcome of Clerk annual appraisal and pay scales

Cllr Hitchins and Cllr Wills completed the Clerks annual appraisal on 14th September.

Cllr Huxtable proposed that Clerk salary is increased to scale point 23, (back dated to 1st August) and this is will be reviewed in February 2018. Seconded Cllr Calvert. Cllr Hitchins thanked the Clerk for her great work on behalf of BPC and parishioners

19. 100 Years in Brixton 1918 – 2018 – discuss

It is the anniversary of the end of the Great War next year Cllr Hitchins suggested that an exhibition to mark this event and to look at the history of the Brixton 100 years ago should be planned for 2018. Cllr Huxtable proposed that Cllr Hitchins look into the possibilities of setting up an exhibition in 2018, seconded by Cllr Calvert.

20. Newsletter, discuss quotations received and agree a printer

A draft newsletter produced by the Clerk has been circulated to all Councillors.

Three quotations have been obtained. Cllr Wills proposed that BPC commission Hardy Printing to print the newsletter. Cllr Parish seconded. All others in attendance are unanimous.

21. Councillor's Report

Cllr Huxtable – a young family have secured social housing in Brixton following contact with Cllr Huxtable BPC and District Councillor Cane. This is the second family that BPC has helped.

Cllr Calvert – confirmed that Nick Colton had arranged for the lengths men to clear the drains at Spriddlestone on 6th October.

Cllr Parish – the sharp corner of the roof has been removed on the property at Fordbrook. There is a problem with dog waste in Torr, Clerk to contact Tim Pollard for posters to be dispatched. It was confirmed that dog waste can be placed in public rubbish bin.

Date

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BPC expressed their regret with regard to the reduction of hours in the shop and recognised that there wasn't the foot flow to sustain the shop. There were only a 30/40 core people who frequented the store. The owners are open to practical suggestions, volunteer staffing, what shop would parishioners like?

Cllr Hitchins explained that Lesley Smith DALC had offered to provide training for Councillors Course for all BPC Councillors. Cllr Calvert proposed BPC has the training course at a cost of £200 +VAT and travel costs. Seconded by Cllr Williams. All other in attendance were unanimous.

Peter Burridge (Contractor for Cutting Verges) has quoted to clear the kerbs on both sides of the village from Otter Nurseries to the far end of the A379 for £100. Cllr Wills proposed that we ask Peter Burridge to clear from Otter Nurseries to the far end of A379 as the village is looking shabby. Cllr Wakeham seconded. All others in attendance were unanimous.

49. Planning Applications received from SHDC during July 2017

1512/17/HHO Householder application for a dormer to front roof of property
21 Cherry Tree Drive, Brixton, PL8 2DD

Support

2524/17/FUL Erection of dwelling linked to business use of the site by A Staddon Groundwork
Ridge Cross Wembury Road, Wembury, PL9 0DN

BPC were unable to make a recommendation as there is insufficient information on the application form

2719/17/VAR Variation of condition 3 following grant of planning permission 07/1814/14/F
(Installation of ground-mounted solar array and associated infrastructure) to enable potential solar farm to operate for up to 40 years from grid connection date
Proposed Solar Array at Sx561 531 Balls Wood, Brixton

No objection

2502/17/HHO Householder application for single storey extension to rear
12 The Crescent, Brixton, PL8 2AP

Support in principal

50. Planning Decisions made by SHDC during August & September 2017

2175/17/PHH 14 Greenhill Road, Staddiscombe, PL9 9FD

Prior Approval Given

1593/17/VAR Sherford New Community – Land South / South West of A38, Deep Lane & East of Haye Road, Elburton

3884/16/FUL Land at Sx 553 524, West of Stamps Hill, Brixton, Devon

Refusal

1127/17/HHO Higher Spriddlestone, Spriddlestone. PL9 0DW

Conditional Approval

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

1101/17/HHO Baytree, Brixton, PL8 2DL

Withdrawn

1102/17/LBC Baytree Lane to Little Brook, Brixton, PL8 2DL

Withdrawn

51. Financial Matters

51.1 Financial Statement for August & September

Monthly Finance Report Financial Year 2017/18

August / September 2017

Receipts:	Amount	Fund
Precept (2nd instalment)	<u>£13,170.00</u>	General
	<u>£13,170.00</u>	
Payments:		
C Hopkins - Legal Advice Planning Apps	£750.00	Sherford Reserve Legal Fees
Clerk wages - Aug 2017	£638.94	General
Clerk Office Allowance - Aug 2017	£20.00	General
Clerk Expenses - Aug 2017	£9.00	General
J Hepper - re fence panels	£7.40	General
Grant Thornton - External Audit	£480.00	General
HMRC	£110.21	General
P Burrige Verges & Maintenance Aug & Sept	£410.40	General
Clerk wages - September 2017	£747.69	General
Clerk Office Allowance - Sept 2017	£20.00	General
Clerk Expenses - Sept 2017	<u>£85.98</u>	General
	<u>£3279.62</u>	

Statement balance at 19th September 2017

Current Account: £32,043.13

Deposit Account: £2,208.33

TOTAL: **£34,251.46**

Passbook balance at 5th April 2017

Skipton Building Society **£50,060.62**

Current Balance:

Neighbourhood Plan	£445.00
P3	£778.35
Sherford Reserve - for any legal fees etc	£4,858.69
Sherford Reserve - for a BPC approved project	£10,000.00
Transparency Code	-£25.00
Sherford 106 Contribution to Brixton Parish Council	£10,265.98
Locality Grant	£250.00
Bus Shelter	£3,107.00

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

Brixstix	<u>£750.00</u>
Total of Fund allocated	<u>£30,430.02</u>

Transparency Code **£-25.00** - will bring balance to zero once VAT refund received

CLLr Wills proposed £17,000 is transferred to Skipton Building Society due to the large balance in the current account, seconded by CLLr Huxtable. All others in attendance were unanimous.

CLLr Wills proposed to accept the Financial Statement for August and September 2017. CLLr Huxtable seconded. Unanimous agreement by all others in attendance by show of hands.

51.2 Outcome of Grant Thornton External Audit

Two areas were highlighted; the fixed asset register was not up to date as the Clerk had listed sold items (even though they were marked sold) and the internal transfers shouldn't have been included.

52. Correspondence for information / discussion

52.1 AONB Annual Forum Thursday 5th October 3.30pm – 6.30pm

52.2 Newton & Noss letter to DMC, SHDC

52.3 Heating Oil Club – www.oil-club.co.uk – for discussion

52.4 Yealm Estuary Biosecurity Plan

The following press releases are all on BPC website:

52.5 One Consultation Approved

52.6 Plymouth & South West Devon JLP – The Plan is now submitted

52.7 Big Day for Area as JLP is formally submitted

52.8 Devon Community Resilience Forum Newsletter – Summer 2017

52.9 Residents in South Hams urged to look out for their voter registration details in the post

52.10 One Council – Have your say

52.11 One Council – FAQ's

52.12 One Council Proposal – Debts & Liabilities explained

52.13 One Council Proposal – Drop In Events

52.14 Leader of South Hams states the facts

A resident commented on the Parish Council meeting as being friendly and interesting

Date of next meeting

Brixton Community Room

Wednesday 25th October 2017 at 7pm

Meeting closed 10.15pm

Kirstie Aldridge, Clerk to Brixton Parish Council

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council