



Draft Minutes of Brixton Parish Council Meeting 6th March 2018
Brixton Community Room 7.00 pm

Present: Cllr Liz Hitchins (Chair), Cllr Michael Wills (Vice Chair), Cllr Roger Wakeham, Cllr Josef Parish, Cllr Ian Calvert, Cllr Huxtable, Cllr Martin, Cllr Williams and Cllr Du Pont.

In attendance: District Councillor Basil Cane and Kirstie Aldridge (Clerk)

Members of the public in attendance: 13

Cllr Hitchins opened the meeting and thanked Cllr Williams as the Community Emergency Plan lead and Steven Cane as Snow Warden for their efforts during the recent severe weather. Cllr Hitchins explained that the grit bins in the village and wider parish will be re-filled and reminded parishioners that the grit for use in the community only and not for personal use.

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

Open Forum including issues raised by parishioners

Guest Speaker:

Rob Ellis, SHDC Community Housing Strategy

SHDC is addressing through the Community Housing Strategy the issue across the District of affordability of housing for local people. Last year SHDC received Government funding to work with communities to identify suitable schemes for high quality housing which will be made available and affordable for local people in perpetuity. SHDC is working with community groups and parish councils to identify needs and suitable parcels of land. SHDC owns land on Steer Point Road which would be suitable for a housing scheme of 5 units. The scheme would make housing available to people / families who currently live in the community who would like to live in Brixton. The scheme is not available to current house owners. Preference for this scheme is houses for home ownership not rent. A viability assessment will establish whether all the houses on this scheme are low cost. SHDC is in initial discussions with mortgage providers. Current infra structure issues - the capacity for further sewage discharge was raised as a concern.

Police Report February 2018

Brixton

Overnight 20th / 21st February attempt theft of Kayak stored in owners back garden CR/061555/18.

Staddiscombe

No reported crime.

PCSO 30540 Andy Potter, Ivybridge Police Station Tel no 101

Date

Signed
 Mrs E Hitchins – Chair Brixton Parish Council

Report from Devon County Councillor John Hart (received by email)

DCC budget settled with increased spending targets for both Adults and Children's services and an extra allocation of £6.5 million for Highways, in particular for drainage, patching and potholes. Councillors will still have their Community funds. The TAP fund continues but will change its name to the Communities Together Fund and Crowd Funding will be encouraged by communities to increase public involvement in community projects. Locally have asked Highways to organise a vehicle count on roads around the Sherford development so that DCC has more information of volume of traffic currently using the roads, this will enable them to monitor any traffic increases as the Sherford house sales increase. DCC officers are in contact with the developers in connection with flooding stretches of road to Plympton. The Brixton dip has been resurfaced but there is still more work to be done on this stretch of road on drainage.

Report from District Councillor Basil Cane

SHDC agreed a 3% increase in Council Tax, this equates to £5 on a Band D. SHDC is only 9% of the total Council Tax. Due to the adverse weather some rubbish was not collected. There will be no catch up collection but any rubbish by the side of bins will be collected. Apologies from SHDC with regard the collections.

Other issues

Temporary Road Closure: Clerk to ask County Cllr Hart if the traffic monitoring that he has requested will include Red Lion Hill? Residents raised concerns about the Temporary Road Closure Order of Sherford Road between 30th April to 1st June 2018 with increased traffic directed onto Red Lion Hill with no pedestrian footpath and lack of clear crossing points. Assurance is needed that that safety of local residents and drivers concerns has been taken in to account. Request a traffic count on Red Lion Hill. Clerk to add these serious concerns about safety to the agenda for the Traffic Management meeting on 12th March, and to also feedback to Cllr Hart.

Tuscany's Landslip: Residents of Cherry Tree Drive were in attendance as the major landslip at Tuscanys was discussed. Cllr Brown and SHDC Enforcement Officer have attended the site with residents. The developers state another geological survey (11th February) has been commissioned by them and are waiting for the results. Residents are extremely concerned that work is still continuing and needs to be stopped to stabilize the bank and secure 7 properties on Cherry Tree Drive from further subsidence. Residents requested that BPC supports their representations to the developers and SHDC to include plans to stabilize the bank and to reinstate the gardens.

Cllr Cane agreed to speak to SHDC on 7th March and arrange a meeting with the Chief Planning Officer for 8th March and will endeavor to get the building work stopped until the cliff face is stabilized and arrangements for restitution are in place.

Land at Elbridge House: Cllr Hitchins explained that additional reports/ surveys are required by SHDC in connection with this planning application and a revised date for consultation with BPC is awaited.

Open Forum Closed

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

89. Welcome and Apologies for Absence

Cllr Hitchins welcomed everyone to the meeting.

Apologies from County Cllr John Hart and PCSO Andy Potter were received and accepted by all Councillors.

90. Declarations of Interest

Cllr Hitchins declared an interest in agenda point 93.1.

91. Confirmation of minutes of Parish Council Meeting on Wednesday 24th January 2018

Cllr Wills proposed to accept the minutes of the meeting 24th January 2018 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.

Cllr Hitchins used the Chairman's prerogative concerning an issue raised by Cllr Wakeham at this point in the meeting. She explained that Cllr Wakeham had formally written to her as Chairman asking for a public apology from Cllr Huxtable who he felt had questioned his impartiality, integrity and honesty in public at the Parish Council meeting on 24th January 2018. An exchange then took place between Cllrs Wakeham and Huxtable. This concluded with an apology and a retraction of her statement by Cllr Huxtable which was accepted by Cllr Wakeham.

It was agreed the 'declaration of interest by Parish Councillors' would be included in future training for the Parish Council.

92. Matters and actions arising from last meeting**Update on Horse Warning Signs near Blackpool Farm**

Nick Colton, Neighbourhood Highway Officer, DCC is ordering and siting these signs.

Update on Quiet Lane Status

Clerk has emailed County Councillor, District Councillors and MP for their support in promoting the Quiet Lane Status in the parishes around the periphery of Plymouth. Verbal support has been received from Cllr John Hart, Cllrs Cane & Brown and email support from Gary Streeter. To be discussed at the Traffic Management meeting on the 12th March

Update AONB Gateway signs

Clerk has chased but to no avail.

Update on Brixton Stones

Cllr Cane will liaise with Mr David Bothma once the weather conditions are drier.

Update on weed clearance along A379

This has now been completed

Update on signs in Torr

Cllr Parish reported that he will locate the sign

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

Update on Canes Orchard lighting to steps

Clerk is awaiting a response from Assistant Technical Co-ordinator for Barratt Homes following discussions with DCC Highways, Tree Officer and Ecologist. An email has been sent requesting an update.

Update re Spriddlestone water / silt

Waiting for them to be cleared.

Update on Ivy on the wall

Cllr Hitchins has contacted the owner of the wall and he will make arrangements to clear the ivy.

Update on path to Kitley View

This footpath has now been cleared

93. Financial Matters**93.1 Financial Statement for February 2018**

Receipts:	Amount	Fund
DCC Locality Payment	£700.00	Brixstix
DCC P 3 Payment	£400.00	P3
Thompson & Jackson	£50.00	TAP - Four Rivers
Yealmpton Parish Council - re Silverbridge Way	<u>£200.00</u>	General
	<u>£1,350.00</u>	

Payments:

Earth Wright - Completion Payment	£5,592.00	Brixstix
P Burrige - SB Way Footpath & Kerb Lines (Jan)	£240.00	General
G Pilbeam t/a Landscape Construction & Design	£696.00	P3
Ivybridge Town Council	£858.00	TAP - Four Rivers
P Burrige - Verges & SB Way Footpath (Feb)	£325.20	General
Brixton Community Assoc - Room Hire - NPG	£110.00	General
Brixton Community Assoc - Room Hire – BPC	£47.50	General
Brixton Community Assoc - Room Hire - P3	£7.50	P3
Brixton Community Assoc - Room Hire - NPG	£70.00	General
Brixton Community Assoc - Room Hire - BPC	£35.00	General
HMRC - PAYE	£290.07	General
Clerk Wages (including training)	£911.73	General
Clerk expenses	£42.59	General
Clerk Office allowance	<u>£20.00</u>	General
	<u>£9,245.59</u>	

19th February 2018

Current Account:	£8,233.04
Deposit Account:	<u>£2,208.78</u>
TOTAL:	<u>£10,441.82</u>

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

Passbook balance at 28th September 2017
Skipton Building Society £67,165.62

Current Balance:

Neighbourhood Plan	£329.60
P3	£474.85
Sherford Reserve - for any legal fees etc	£4,108.69
Sherford Reserve - for a BPC approved project	£10,000.00
Sherford 106 Contribution to Brixton Parish Council	£10,265.98
Locality Grant	£250.00
Bus Shelter	£3,107.00
Brixstix funds	£2,183.20
TAP Funds - Four Rivers Dementia Action Alliance	<u>£1,049.00</u>
Total of Fund allocated	<u>£24,645.72</u>

Neighbourhood Plan in deficit **£329.50** when VAT refund claimed balance will zero
 Brixstix Funds in deficit **£2183.20** when VAT claimed (£1863.87) balance will be **£319.33** in deficit
 Then with additional S106 funding of £1319.33 balance will be £1000.00 credit
 TAP - these funds will be claimed back from SHDC

Cllr Wills proposed to accept the Financial Statement for February 2018. Cllr Wakeham seconded. Unanimous agreement by all others in attendance by show of hands. Cllr Hitchins abstain.

Clerk explained that she has one more section to complete for the CiLCA qualification.

93.2 Balance on current account

Clerk requested that the balance on current account is increased. Cllr Wills proposed BPC transfer £10,000 from Skipton Building Society to the Parish Councils current account, seconded by Cllr Calvert. All others in attendance were unanimous.

94. Planning Applications received from SHDC during December 2017 / January 2018

0027/18/OPA Outline application with all matters reserved for 5 dwellings
 Land at Elbridge House, Brixton, PL8 2AG
There is no date for recommendations to be submitted to SHDC yet, this is subject to several reports being received by Luscombe Maye.

0246/18/HHO Householder application to extend front porch entrance
 7 The Crescent, Brixton. PL8 2AP
*Simple application no complications and actually in keeping with other properties
 Cllr Martin proposed that BPC recommend that we support this application.
 Cllr Calvert seconded this. All others in attendance were unanimous.*

0525/18/FUL Application for proposed conversion of separate redundant building to a residential unit (previously approved ref. 3397/16/FUL)
 Higher Hareston Manor Barn, Brixton PL8 2DL
Site planning meeting is scheduled for Friday 9th March at 5.30pm

Date

Signed
 Mrs E Hitchins – Chair Brixton Parish Council

0526/18/LBC Listed Building Consent for proposed conversion of separate redundant building to a residential unit (previously approved ref. 3398/16/LBC)
Higher Hareston Manor Barn, Brixton. PL8 2DL
Site planning meeting is scheduled for Friday 9th March at 5.30pm

95. Planning Decisions made by SHDC during January 2018 / February 2018

3656/17/LBC Listed building consent for garage conversion, external alterations to façade, rear porch extension and new detached garage with carport
Baytree, Lane to Little Brook, Brixton PL8 2DL
Conditional Approval

3655/17/HHO Householder extension for garage conversion, external alterations to façade, rear porch extension and new detached garage with carport
Baytree Lane to Little Brook, Brixton PL8 2DL
Conditional Approval

96. Local Issues and Councillor Reports

1a. Sherford Update

School is progressing well, and on target for September opening. A 210m extension to Main Street, taking the road past the school square will be completed in 2019. Sherford Road diversion works - Perimeter road is being replaced, there will be a temporary road closure of Sherford Road during April / May for 3 / 4 weeks. 220 houses are built with roofs, 270 foundations in place. 104 houses have been sold and 89 occupied. Archeologically a settlement of 4000 years old has been found. Artefacts will be placed in museums and the school will have a display. Devon Hedges have been re sited and many wild flowers relocated. The location of the Public Rights of Way is being monitored. Quiet Lane Status to reduce the speed in the lanes was discussed, BPC are taking the lead on this initiative.

1b. Sherford Community Land Trust update

Cllr Williams stated that the Land Trust was still waiting for developers to complete paperwork to appoint their director.

2. Community Emergency Plan (CEP)

Cllr Williams thanked Cllr Calvert for regular updates on Face book and helpful respondents, emailing, phoning and texting to ensure neighbours were supported. Cllr Hitchins thanked Cllr Williams, Cllr Calvert and Steven Cane Snow Warden for ensuring that action was taken during the severe weather. Additional grit bins are required.

11th April will be the next Community Emergency Plan Meeting

3. Neighbourhood Plan update – Cllr Hitchins

Cllr Hitchins confirmed that the NPG are working through all the responses from the latest consultation on the first draft of the Neighbourhood Plan.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

4. Footpaths Update – Cllr Huxtable and Wakeham

Work has been completed on the footpaths following recent the inspections. Work son FP 30/31 still outstanding. The balance in P3 account is now £474.85.

The sign at the end of Lodge Lane needs refitting, Clerk to inform Ros Davis. Cllr Wakeham stated that the Brixton end of Silverbridge Way requires work.

5. Bee Friendly update – Cllrs Williams and Calvert

Cllrs Williams, Wakeham and Calvert met with Nick Colton, Highways Officer, DCC to agree for wild flowers to be sown at the junction to Ford brook Lane. BPC will make an application to Brixton Composters once a BPC representative has been appointed.

6. Brixstix Play Space update

Cllr Parish has contacted SHDC re the maintenance of Brixstix and the possibility of replacing the fencing and a potential clear up. Other improvements are being considered.

7. BT Telephone kiosks usage and renovations quotations

Cllr Parish is contacting restoration companies and plans to set up a working party for the renovation work. Quotations for renovation have been received for both telephone boxes, The Green £2435.00 and Torr £3635. A potential use for each phone box would be to house a defibrillator through a 4 year contract costing £1,800 with Devon Ambulance Service for each defibrillator. Cllr Parish will ask for a revised quote to strip back both boxes and invite local volunteers to complete the work. Options for funding the defibrillators to be discussed at the next meeting.

8. Land at Cofflette Creek formerly Cofflete Mill

Cllr Parish will let Cllr Hitchins know some dates for the meeting

9. Parish Council Grass Cutting Contract for 2018

Clerk had approached 5 contractors with regard to providing a quotation for the grass verges and Silverbridge Way, 3 have provided a quotation

Cllr Wakeham suggested that BPC retain the current contractor, Mr P Burrige, Grounds Maintenance as based on the quoted price. Cllr Wills seconded. All others in attendance were unanimous. Cllr Wakeham agreed to monitor this contract on a monthly basis.

Clerk to add to agenda every month.

10. Bus Shelters update

As the Clerk had not received any the replies from the perpetrator asking for the additional funds of £4888 to enable the repairs to be undertaken; the claim is now in the hands of the insurance company. Nick Colton, Highways Officer confirmed stated that the ground work and risk assessment are necessary.

11. Yealmpton Pharmacy Application

Cllr Du Pont recommended that BPC supports the application for a pharmacy and dispensary only under the control of the doctors and not to include selling over the counter goods at Yealmpton Medical Centre. Seconded by Cllr Williams. All others in attendance were unanimous.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

12. TAP Fund applications 2017-2018 and 2018-2019

Brixton Parish Council, as the host parish council, was successful with the TAP application on behalf of Dementia Friendly Parishes around the Yealm and will claim the grant £1000

13. Traffic Sensitive Street review from DCC

This review was not active on 5th March

14. Brixton Composters

Cllr Hitchins proposed that Cllr Du Pont should represent the Parish Council, on Brixton Composters, seconded Cllr Huxtable. All others in attendance were unanimous.

15. River Yealm Harbour Authority

Cllr Williams proposed that Martyn Oates continues as the BPC representative on the River Yealm Harbour Authority from 1st March 2018 for a period of 3 years. Cllr Wills seconded. All other in attendance were unanimous.

Cllr Williams will also continue to attend the meetings on behalf of BPC.

16. Community Noticeboard

Cllr Hitchins will approach the new shop proprietor to establish if there will be a facility for this in the shop. The landowner has agreed to have a notice board on Brixton House wall if the first option is not possible.

17. Internal Audit

Cllr Wills proposed that Peter Vassallo conducts the Internal Audit of BPC for 2017/2018 for a fixed fee of £150. Seconded by Cllr Calvert. All other in attendance were unanimous.

18. Parish Councillor email addresses

Cllr Williams and Cllr Parish would like new email addresses along with the Clerk.

Cllr Calvert proposed that BPC provided email addresses to Cllrs Parish and Williams and Clerk through Vision ICT at a cost of £18+VAT per email address per year. Seconded by Cllr Huxtable. All others in attendance were unanimous.

19. Brixton Parish Council Standing Orders

Cllr Wakeham proposed that BPC adopt the current Standing Orders for a further 12 months. Seconded by Cllr Martin, all other in attendance were unanimous.

20. Brixton Parish Council Planning Policy, Reward & Recognition Policy, Grant & Donation Policy

Cllr Williams proposed that BPC adopt the new planning policy, seconded by Cllr Martin. All others in attendance were unanimous.

Cllr Wills proposed that BPC adopt the new Reward & Recognition Policy, seconded by Cllr Calvert. All others in attendance were unanimous reward and recognition policy

Cllr Wills proposed that BPC adopt the Grant & Donation Policy, seconded by Cllr Wakeham. All others in attendance were unanimous.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

21. Improving the appearance of Brixton village

Cllr Hitchins suggested at members of BPC, NPG, and volunteers walk the village and to look at how to improve its appearance. This will address a project in the draft Neighbourhood Plan. Clerk to send out some potential dates.

Hedges/Trees are encroaching onto the A379 - Clerk to add to Traffic Management agenda.

22. Councillor's Report**Cllr Parish**

Concerned re the amount of debris on the tarmac on Silverbridge Way, Clerk to inform Yealmpton PC Clerk.

He is pursuing consulting Years 4 – 6 at the school on what they would like in the community Changes in the shop needs to be publicised. Clerk to place on website and Cllr Calvert on Facebook

Cllr Martin

Red Lion Hill traffic is already congested with cars, campervans and trucks parked which cause a restriction with view. Clerk to add to Traffic Management meeting on Monday.

Issues with Gritting and salt on the estate. Grit box needed.

Cllr Williams

Cllr Williams attended Flood Resilience Training at Haldon Hill where they met other responders across Devon. Yealmpton and Brixton now have 4 Motorola T80 Extreme Radios each thanks to Groundwork and Communities Prepared.

Cllr Hitchins

South Hams Community Housing – to be placed on the agenda for the March meeting.

Tuscany's Landslip: - It was agreed BPC will support the residents in their representations to the authorities to secure the stability of the bank and restitution of the gardens.

97. Correspondence for information / discussion

97.1 SHDC did not overspend its budget by 21% last year

97.2 Parishioner email – landslip at Tuscany's

97.3 Your council is saving £35,000 by going cashless

97.3 Protecting Frontline Services

97.4 Sherford Newsletter February 2018

97.5 No Waste or Recycling Collections in South Hams today

97.6 Avoid Beast from the East with help from council for heating systems

97.7 No Waste or Recycling Collections in South Hams tomorrow.

Date of next meeting

Brixton Community Room

Wednesday 28th March 2018

Meeting closed 9.52pm

Kirstie Aldridge, Clerk to Brixton Parish Council

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council