

**DRAFT MINUTES OF THE ANNUAL GENERAL MEETING OF BRIXTON PARISH COUNCIL, WEDNESDAY, MAY 20th
2015, 7.00 PM, BRIXTON COMMUNITY ROOM**

Attendance: Cllr Hitchins, Cllr Huxtable, Cllr Loxdale, Cllr Williams, Cllr Wills

Parishioners in attendance: 12

Open Forum

(These notes do not form part of the official minutes of the meeting)

A warm welcome was extended to all. The newly elected District Councillor Daniel Brown was introduced alongside District Councillor Basil Cane; both are looking forward to attending meetings and representing Wembury and Brixton at District Council level.

Councillor Hitchins noted that the Emergency Plan Group needed assistance with delivering questionnaire leaflets. If anyone can help please let us know.

1. Welcome, Introductions & Apologies:

Cllr Hitchins welcomed all Councillors old and new. Cllr Brenda Huxtable, Cllr Patrick Loxdale and Cllr Helen Williams were introduced as newly elected members of the Parish Council.

There is an agenda item tabled to elect a Parish Councillor by the process of Co-option to fill the vacancy following an uncontested election. Cllr Hitchins welcomed John Squire, former County Councillor, as an independent adjudicator to the voting process.

It was noted that Cllr Murch had made arrangements to sign the declaration of acceptance of office when she returned from holiday; all other councillors had signed this in the presence of the Clerk.

Apologies had been received from County Cllr Hart, Cllr Calvert, Cllr Martin and Cllr Murch.

2. Annual report from Parish Council Chairman, Liz Hitchins

Cllr Hitchins read her annual report. (See appendix)

3. Annual report from County Councillor

The Clerk read from an email sent by Cllr Hart:

- The county has a reduced budget for the 6th year in a row.
- Brixton Parish Council has been successful in their bids for TAP funding this financial year.
- Some of County Cllr Community fund had been used to support the Parish in grass cutting and Dementia Care.
- The School has gone from inadequate to excellent.
- The Speed Monitor will be arriving shortly.
- Devon currently spends £5.7 million on bus subsidies, looking to reduce this to £4 million. Also pay the bus companies over 2.5 million more than we get in Government grant to fund the over 60's free bus pass.
- Devon County are expecting to reduce spending by £34million in 2016 and another £27million in 2017

4. Annual reports from District Councillors

Former District Cllr John Squire:

- The Transformation Programme and the impact that this has had, particularly in light of many experienced, senior staff being lost.
- Following some discussion the Plympton and St Mary RDC Chain is to remain at District Council and can be loaned out for Civic Occasions on application.
- John extended thanks to the Parish and thanks were extended to him for all hard work and unswerving dedication in representing the Parish.

District Cllr Cane:

- It is good to see faces old and new on the Parish Council. Important to have fresh ideas and input.
- The District budget has not changed this year.
- Transformation programme has seen major changes: 5 senior management positions went and 30 staff took voluntary redundancy with another 30 who could potentially leave. A Local Government Advisory Service had been employed at a cost of £232,368.00 but overall the savings so far total £767,251.00 and it is anticipated that £3.7 million per year will be saved in the future.
- The Senior Management Team is down from 10 members to 5.

- The Grant received from Government has been slashed from £5.5 million to £429,000 and by 2020 is predicted to be zero. Saving and making money is therefore imperative.
- South Hams District Council (SHDC) has received 2 awards, one Gold award for efficiency through savings and a Silver award for Council of the year. Other Councils are looking to SHDC as an example of best practice.
- Developments of 10 houses or less having no requirement for affordable housing could potentially mean losses to the District Council. They are currently supporting West Berkshire and Reading Councils for a Judicial Review of this new Policy. The results remain to be seen.
- March saw the highest levels of calls and visits received by SHDC, all staff are working incredibly hard.
- The District Council is now made up of 25 Conservative members, 3 Green, 2 Liberal Democrat and 1 Labour.
- Ipads and training are being provided for all District Councillors.
- A Full Council meeting is taking place on 21st May to decide committee membership; currently it is thought that Cllr Cane will be on Development Control, Licensing and AONB. Cllr Brown will be on AONB, Overview and Scrutiny Committee, Licensing and the Youth Development Working Group. (It was noted that Cllr Cane has been on the Development Control Committee previously but not for the past 2 years)

5. Annual report of Police Matters

PCSO Andy Potter gave the annual police report. (See appendix)

6. To elect a Chair

Cllr Hitchins vacated the Chair.

Cllr Wills proposed Cllr Hitchins as Chair of Brixton Parish Council.

Cllr Loxdale seconded this proposal.

All those present voted unanimously in agreement by show of hands.

Cllr Hitchins was duly elected and resumed the Chair.

7. To elect a Vice Chair

Cllr Hitchins proposed Cllr Wills as Vice Chair of Brixton Parish Council.

Cllr Huxtable seconded this proposal.

All those present voted unanimously in agreement by show of hands.

Cllr Wills was duly elected in the position of Vice Chair.

Cllr Wills expressed his thanks to members of the village who are not on the council but willing to serve for the common good of the community. There are challenging times ahead but this Parish will emerge stronger. He extended particular thanks to Cllr Hitchins for all her work for the Parish.

8. To approve and sign the minutes of the Parish Council AGM held on May 7th 2014

Cllr Loxdale proposed that the minutes be signed and accepted as an accurate record.

Cllr Wills seconded.

All those present voted unanimously in agreement by show of hands.

9. To elect by co-option a Parish Councillor for Brixton Parish

Any candidate present in the room was asked to vacate whilst the vote took place.

It was noted that there were three candidates for the vacancy on Brixton Parish Council following a return of an uncontested election. All three candidates had been proposed and seconded, their eligibility had been checked and they had sent in a letter of application and brief CV for consideration by the Parish Council members.

Applications were received from Mr David Croot, Mr David Foley and Mr Roger Wakeham.

The Clerk reminded all Councillors that their decision must be based solely on the written representations received. The Clerk gave voting slips to those present and a vote took place. The results were counted by the Clerk and by the independent adjudicator Mr John Squire.

The result was that Mr Roger Wakeham was duly elected as a member of Brixton Parish Council with an overall majority.

Mr Wakeham signed the declaration of acceptance of office and was given the Standing Orders.

10. To appoint representatives to outside bodies:

The following individuals were proposed en bloc as representatives to outside bodies by Cllr Hitchins and seconded by Cllr Wills. All those present showed unanimous agreement by show of hands.

- a. PPP co-ordinator – Cllr Huxtable and Cllr Wakeham
- b. Hele Foundation – Cllr Loxdale
- c. Feoffee Trust – Cllr Hitchins
- d. Sherford Liaison Group – Cllr Hitchins, Cllr Loxdale, Cllr Wills
- e. Brixton Community Association – Cllr Calvert
- f. Yealm Harbour Authority and Yealm Estuary Management – Cllr Williams
- g. Dementia Friendly Parishes around the Yealm – Cllr Hitchins
- h. Composters Group – Cllr Murch
- i. Yealm Community Energy Group – Cllr Calvert

11. To appoint members to committees and/responsibilities:

- j. Planning sub committee – all Parish Council
- k. Planning sub committee chair – Cllr Martin (Proposed: Cllr Wills, seconded: Cllr Huxtable, unanimous)
- l. Planning subcommittee vice chair – Cllr Wills (Proposed: Cllr Huxtable, seconded: Cllr Loxdale, unanimous)
- m. Carrolsland liaison – Cllr Williams (Proposed: Cllr Huxtable, seconded: Cllr Wills, unanimous)
- n. Tree warden – Cllr Huxtable and Cllr Wakeham (Proposed: Cllr Hitchins, seconded: Cllr Wills, unanimous)

12. Councillors' Declaration of Interest

'Members are invited to declare any personal or prejudicial interests, including the nature and extent of such interests, that they may have in any items to be considered'

The clerk gave a brief explanation as to Declarations.

Cllr Hitchins declared a personal interest due to a social relationship for items 14.3 and 14.4

Cllr Huxtable declared a personal interest due to a familial relationship for items 14.3 and 14.4

13. To approve and sign the minutes of the Brixton Parish Council Meeting April 29th 2015

Cllr Wills proposed to accept and sign the minutes of the meeting as an accurate record.

Cllr Loxdale seconded.

All those present voted in unanimous favour by show of hands.

14. Key Local Issues and Progress reports

1. Steer Point Quarry:

Cllr Hitchins noted that a letter had been received stating that this case was now considered closed following an unsuccessful application for a judicial review. Initially costs claimed by Devon County Council had been £4k but the decision had been to grant costs at £2k. County Cllr Hart has offered to pay £500.00 towards costs which, following discussion the Parish Council agreed to accept.

2. Solar Farm Development

Damage to hedges and roads and burning of waste had been reported. Cllr Hitchins had queried these points with the Site Manager Richard Bowkett. It was noted that the waste was not from the Solar Farm site, the source is unknown. **The Clerk is to ask when the site is due to be energised/activated.**

3. Canes Orchard Phase 1

Section 106 monies: It was noted that the Parish is required to have a Sport and Recreation Plan that caters for all ages, abilities and interests. A group will be set up to conduct a survey and take forwards. Cllr Huxtable and Cllr Williams expressed an interest in involvement. **Cllr Hitchins to action**

4. Canes Orchard Phase 2

Clerk to contact Wendy Ormsby. Concerns have been raised regarding senior planning officers leaving and a continuity of Parish involvement in this development.

5. Sherford Development

Next meeting of the Sherford Liaison Group is Thursday 21st May 2015. Those attending will report back at the next Parish Council meeting.

6. Emergency Plan

Questionnaires have been printed ready for delivery, volunteers are needed for this. Once results are in they will be collated and a draft plan filled in for a consultation period.

7. Neighbourhood Plan

The suggested area has been agreed and accepted by SHDC. The Map will go onto the notice board and the website for the consultation period to 19th June. It was noted that this is an ongoing project that will take approximately a year to get to the point of a referendum. The Neighbourhood Plan looks at the future of land in the Parish in reference to development. Representatives will be at the village fete on 27th June to give further information and gauge local opinion. This is a separate group to the Parish Council and is chaired by David Croot.

8. Councillors' reports

There were no further reports.

9. Composters Group Report

As previously discussed in the April Parish Council meeting there were 2 outstanding payments to the Composters Group with a third, incorrect payment received. This situation is currently being rectified and once it is sorted the balance will be transferred to the Composters who have applied to set up their own banking account.

15. Planning Matters.

Applications:

07/1004/15/F Mr & Mrs N Staddon, Polston Park, Plymstock – Retrospective change of use – A site visit has been arranged.

07/0896/15/O Mr G Pennington, The Coach House, Lodge Lane Brixton – Outline planning for erection of detached dwelling – No reason to object

07/0893/15/F Mr & Mrs S Ward, Wiverton Acre, Plympton – retrospective app for alteration works and detached garage – No reason to object.

Appeal Reference: APP/K1128/W 15/3007538 – Hilltop Cottages, Brixton PL8 2AY – it was noted that Brixton Parish Council had supported this planning application. There was some discussion as to the location of the Policy Line. This is to be clarified by the Clerk.

Cllr Wills proposed that Brixton Parish Council make comment on this appeal reiterating support of the application.

Cllr Williams seconded this. There was unanimous support indicated by show of hands. **Clerk to send.**

16. Financial Matters

15.1 Financial statement for May

Receipts:	Amount	Fund
Cash from participants Gentle Exercise	£100.00	Gentle Ex
HMRC VAT Claim Return	£2,016.59	General
TOTAL:	£2,116.59	

Payments:	Amount	Fund
S. Macpherson, Physiotherapist	£84.00	Gentle Ex
S Rickard, Physiotherapist	£84.00	Gentle Ex
Community First Insurance Annual Premium	£164.28	General
Martyn Oats - gate to replace stile	£103.50	P3
J Hardy - Printing, Emergency Plan Flyers	£83.00	General
Clerk Pay	£493.50	General
Clerk Expenses	£37.80	General
Clerk Office	£20.00	General
K Abraham - Internal Audit	£200.00	General
TOTAL:	£1,270.08	

Statement balance 15th April 2015:	
Current Account:	£17,047.37
Deposit Account:	£24,177.64
TOTAL:	£41,225.01

Current Balance: 20th May 2015	
Gentle Exercise	-£161.00
P3	£332.50
Composters	£2,070.51
Sherford Reserve	£14,858.69
Silverbridge Way	£552.00

Clr Wills proposed to accept the Monthly report for May.

Clr Loxdale seconded.

Unanimous approval was indicated by show of hands.

15.2 Year end accounts approval

The Clerk read the annual governance document and figures to the group.

Clr Wills proposed to accept the annual governance document as stated by the Clerk.

Clr Huxtable seconded.

Unanimous approval was indicated by show of hands.

17. Correspondence for discussion

The Clerk stated that correspondence had been received notifying Brixton Parish Council that their obligations as a pensions contributor will commence in November 2016. A nominated member needs to be declared.

Clr Williams proposed that the Clerk be the nominated member for BPC.

Clr Wakeham seconded.

Unanimous approval was indicated by show of hands.

The Clerk noted that correspondence had been received regarding consultation on proposed electoral boundary changes. It was noted that there was no mention of Sherford or how long the proposed boundary changes would be in place.

This is to be brought to the next meeting.

18. Date of next meeting.

The next Parish council Meeting will take place on Wednesday June 24th 2015.

The meeting closed at 8.59pm