



**Minutes of Brixton Parish Council meeting held on
Wednesday 29th January 2025 at 7.00 pm in Sherford Community Hub**

Present: Cllr Liz Hitchins (Chair), Cllr Tony Carson, Cllr Terry Clegg, Cllr Rachael Gillard, Cllr Neil Hawken, Cllr Ian Martin, Cllr Premila MacLennan and Cllr Stuart Nix

In attendance: District Cllr Alison Nix and Kirstie Aldridge (Clerk)

Members of the public in attendance: 5

Cllr Hitchins welcomed everyone to the meeting and explained that the format of the agenda

Open Forum

Presentation from Graham Clark, Director of GRC Planning regarding planning application 3848/24/OPA (further details regarding the application can be found in agenda point 68)

Graham Clark outlined the planning application for three affordable self-builds for local people with a path linking Chittleburn Hill to Rodgers Garage. Following the site visit by Councillors on 25th January, drawings of a possible alternative footpath with steps running parallel to the A379, were shared with councillors.

Questions raised clarified that it would be a permissive path. There would be steps of a sufficient gradient to accommodate wheelchair users or push chairs. The surface would be binded with bollards and lighting. The agent was looking for an agreement in principle from Brixton Parish Council (BPC). Cllr Hitchins explained that BPC would discuss the recommendation in agenda point 68-3848/24/OPA.

Report from County Councillor John Hart

The Government wrote to Local Authorities by email asking for schemes to change the structure of Local Councils to be submitted to them by 10th January. All changes will be made in the lifetime of this Parliament. The intention is for all County authorities in England that operate in a District / County model to change into some form of Unitary system, with the size yet to be determined but the Government suggestion is a minimum of at least 500,000 electors unless there is good reason not to. Devon has 8 District Councils, working with the County Council and 2 Unitary Councils, both substantially smaller than the current guidance. The total population of the whole county area is about 1.2million.

There is a government requirement to look at working with Neighbouring Authorities to create partnerships that has an electorate of over 1.5million for a Mayor to be elected and take more powers and money from London on the assumption that 'local knows best'.

The draft County Council budget is predicated on an increase of 4.99%; 2.99% for general spending and another 2% for adult social care. 5% triggers a referendum.

The final local Government settlement has yet to be announced but the budget has created several extra pressures on funding for next year e.g. the Rural Service delivery grant (value £10million) has been removed, and minimum wage increase (£17.7million) affecting organisations working for DCC.

Date 26/2/2025

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

The main A379 road from the Plymouth boundary to Brixton village will be resurfaced shortly. Plans for the new cycle / pedestrian bridge for the Deep Lane junction crossing the A38 are due to be submitted in early February. Work is ongoing, designing a way to strengthen the old rail bridge just before Rodger's garage.

UPDATE since the report was received from County Cllr Hart, BPC has received notice that a resurfacing scheme, including drainage work, will take place on A379 from Monday 3rd February – Saturday 1st March 2025 during the hours of 7pm – 6am. A diversion route will be in operation.

Sherford

Report from Steven Williams, BPC nominated Director Sherford Community Land Trust Sherford Community Trust Board Meeting Dec & 10/01/2025

Meeting was Quorate.

December 2024

- Successful XMAS was held on Saturday 14th December. Around 400 people attended.
- Community Heritage evening held on 4th December with around 70 people attending.
- Midwife team planning to vacate the room in the hub towards the end of February.
- Discussion ongoing re logistics of funding and fit-out of the room for library space from April.
- Skills Centre to be discussed in January re possible funding from the NHS for the fit-out.

January 2025

- Meeting / Away day held in Devonport
- Legal Advice received on CLT fee and articles. Articles to be signed by end of February 2025.
- 5 year finance plan reviewed
- Skills Centre to be rereviewed as funding from the NHS for the fit-out may be available.

Events / Future Events

- Creative Club events and workshops, catering for all the family and open to anyone to attend. For more information, future event listings, and booking links, follow @DestinationSherford on Facebook.

Brookbanks Update

- Work continues on the sale agreement for the local centre adjacent to Sherford Vale Primary School Land. Subject to finalising the legal agreements, these are hoped to result in submission of a planning application in Q1 2025
- The temporary shop is now open, footfall will be monitored by the operator over the coming months, and if not financially viable will not be sustainable as a longer-term venture.
- Traffic calming works in Sherford Road works will commence from 12th Feb. (Note: road closures from Feb to April been communicated)

Grant Applications

None received

Date 26/2/2025

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

'Away day' discussions

Pivotal year for Trust with following targets

- The full adoption of the new articles and admittance of members.
- The issuing of the first CLF fee invoices for residents/members.
- Identify and have in place database/CRM system to handle members data.
- Update website
- Develop and recruit a more formal staff team.
- Comprehensive communication and engagement plan.
- Holding an AGM with the election of the first two community directors.

Report from District Councillors Julie Carson and Alison Nix

Sherford

Cllr Carson is working with the Consortium for a bus stop and pedestrian crossing up to be located at the Urban Quarter. Cllr Nix has lobbied PCC for a bus link between Plymstock and Plympton for a new connection to the crematorium.

Cllrs Carson & Nix, Rebecca Smith MP have brought complaints and issues raised by the residents of Sherford to the attention of Firstport. Sherford residents have requested a 20 mile an hour speed limit by Sherford Vale Primary School and raised other general concerns about speeding along Hercules Road, and for support to approach the Consortium to replace the damaged bus shelter by the school. £250 for rural skills training in support of The Friends of Sherford Country Park has been donated from the Sustainable Community Locality Fund.

Sherford Traffic Calming will take place from 13th February - 19th April. There will be three traffic calming measures; safe walking and cycle route works, mini roundabout works and narrowing to make a priority point for oncoming traffic. The roads will remain open during the works, if there is a necessity to close the roads this will be signed.

District Cllr Nix has met with Urban Fringe Team regarding the 'proposed stopping up' order at Wiverton. There has been a meeting with DCC Highways and there is no suitable alternative route for businesses, farms and residents on this route. Discussions have not taken place with the SHDC planning authority and no consent has been granted at SHDC. SHDC will be objecting to this 'stopping up' order as it is premature. This will need to be submitted as a reserved application planning application.

Brixton

Helped elderly resident gain assistance with his refuse/bin collections. Donated £1,000 to Yealm Erme Species Survival project and £100 towards Four Rivers Dementia Alliance

Carrollsland

District Cllr Nix is working with residents to get bins/dog waste bins around the area and to improve the condition of the park and general facilities in Carrollsland and is in discussions with Meadfleet (Management Company). She will be meeting with Rebecca Smith MP, District Cllr Carson and a resident to discuss possibility of setting up a constituted residents association to enable the residents to manage their own estate.

Date 26/2/2025

Signed E. H.

Mrs E Hitchins – Chair Brixton Parish Council

SHDC General Information

Report from District Councillors Julie Carson and Alison Nix

Nominations are open for South Hams District Council Community Awards details can be found on <https://www.southhams.gov.uk/your-council/south-hams-community-awards> closing date 10th February.

The A379 is being resurfaced - Elburton Road and Chittleburn Hill Brixton will be affected . No vehicles will be allowed to proceed on the section of affected roads from Monday 3rd February to Saturday 1st March, between the hours of 19.00 and 06.00

SHDC was notified the week before Christmas the Governments intentions to abolish District Councils in favour of a single Unitary. SHDC will cease to exist in 2 years' time with District Cllr Carson and Nix being the last District Councillors. SHDC does not support the creation of one unitary council for Devon.

SHDC Councillors agreed that it :

1. Mandates the Leader to write to the Government outlining this councils' concerns.
2. Supports the joint statement issued by the Leader of the eight district councils throughout Devon that includes:
 - 2.1 not supporting a single unitary Council solution for Devon
 - 2.2. not supporting the postponement of the County Council elections in May 2025
3. Will consult with residents, businesses , community organisations and Town and Parish Councils once a firm re organisation proposal is ready for consideration.

As a result, there will be a period of significant change. SHDC and West Devon Councils, Plymouth City Council have decided that the next local plan will be a Plymouth only plan and not a joint local plan. Statements will be on the 3 council websites next week.

District Cllrs Carson and Nix will be undertaking training on the updated National Policy Planning Framework and the forthcoming Planning and Infrastructure Bill plus a Town and Country Planning Association webinar training session to give valuable insight to help navigate current major shifts in planning.

SHDC strongly opposes the decision taken by Labour ministers to cut the funding for rural authorities particularly the decision to abolish the Rural Services Delivery Grant without any engagement or consultation with the affected authorities.

SHDC is very concerned that the increases in Employers National Insurance contributions will not be fully funded by the government, as originally indicated. The additional costs faced by the council are estimated to be £410,000. The forecasted share of Government compensation grant is £143,000 approx. one third of the council costs.

The Government cap on council tax is 4.99% which includes the District Council, Police and Fire Service. The Council remains opposed to the setting of referendum principles for all councils and believes democratically elected councillors should be accountable to the electorate for their decisions on council tax. SHDC welcomes that the government is not proposing referendum principles for Town and Parish Councils.

Open Forum Closed

Date 26/2/2025

Signed E. H.

Mrs E Hitchins – Chair Brixton Parish Council

64. Welcome and Apologies for Absence

Apologies were received from Cllr Michael Wills and accepted by all councillors.

Apologies were received from County Councillor John Hart and District Cllr Julie Carson

65. Declarations of Interest

Cllr Hitchins declared an interest in agenda point 67.3 and 67.4 (Chair of Feoffee Trust)

66. Confirmation of minutes of meeting of Brixton Parish Council Wednesday 27th November 2024

Cllr Clegg proposed to accept the minutes of the meeting on 27th November 2024 as an accurate record of the meeting, seconded by Cllr Carson. Cllr Martin abstained. All others in attendance were unanimous. Cllr Hitchins signed the minutes of the relevant meeting.

67. Financial Matters**67.1 To receive and ratify the approval of the finance statement for December 2024**

Receipts:		Amount
		Nil
Payments:		
REACH - 4 x Bus shelters cleaning	£50.00	General
DALC - Good Cllr webinar (course3)	£18.00	General
BCA - Room Hire Community Room November	£25.00	General
Yealm Estuary to Moor	£1,650.00	River Yealm (River Yealm Survey)
G Pilbeam TA Landscape Construction & Design	£1,056.00	General
SLCC - Membership 2025	£190.00	General
K Aldridge wages	£1,286.14	General
K Aldridge expenses	£66.38	General
K Aldridge office allowance	£35.00	General
K Aldridge - reimburse December zoom	£15.59	General
Stocksigns Ltd (additional equip for VAS)	£273.92	General
A Kay reimburse Community Support Helpbox	£64.13	Cost of Living (DCC Grant 2024)
S Tapper reimburse VAS laptop case and stylus	£20.98	General
HMRC Q3	<u>£637.88</u>	General
TOTAL	<u>£5,389.02</u>	

19th November 2024

Current Account: £26,573.74

Deposit Account: £20,282.27

TOTAL: £46,856.01

Statement balance at 2nd July 2024

Skipton Building Society £82,624.53

Current Balance:

P3	£754.26	
Legal Fees	£12,482.69	
Sherford 106 Contribution to Brixton Parish Council	£10,265.98	
Brixstix funds	£757.50	
Brixton History Group	£533.09	
Plastic Event – Community Together Fund	£0.00	
Cofflete Creek (s106 funds)	<u>£3,964.58</u>	Available to be claimed - s106
Yealm Community Energy - 2022 Grant (Bee Wild)	£199.70	

Date 20/12/2025

Signed E. H.

Mrs E Hitchins – Chair Brixton Parish Council

Green Fund	£382.63	
Community Emergency Plan Grant	£115.45	
Community Amenity Space (Cofflete) Comm Tog Fund	£2,479.84	
River Yealm Water Quality (annual 2022)	£71.41	VAT has been claimed back
River Yealm Water Quality (annual 2024)	£720.00	See note 1 - River Yealm
River Yealm Water Quality (River Fly Survey)	£0.00	
River Yealm Water Quality (Cllr Mackay funds)	£0.00	
Silverbridge Way expansion	£6,000.00	
Cost of Living Crisis	£585.00	
Cost of Living Funding (DCC Grant 2024)	£106.68	
Library Support Fund Grant - DCC	<u>£123.54</u>	
Total of Fund allocated	<u>£31,613.19</u>	

Notes

1. River Yealm Water Quality Working Group funds are being collected by BPC (contributions will be received from 6 riparian parishes - BPC, YPC, N&N, WPC, Cornwood and Sparkwell) - BPC will hold these funds

Cllr MacLennan proposed that BPC approve the finance report for December, seconded by Cllr Carson. All others in attendance were unanimous.

67.2 To document the approval of quarterly independent financial reconciliation (end of December 2024)

Cllr Hawken proposed that BPC receive the independent financial statement, checked by Cllr Nix, seconded by Cllr Gillard. All others in attendance were unanimous.

67.3 To receive and approve the finance statement for January 2025

Receipts:	Amount	
DCC P3 Grant	<u>£200.00</u>	P3
TOTAL	<u>£200.00</u>	
Payments:		
DALC - Good Cllr webinar (course4)	£18.00	General
A Kay reimburse Community Support Helpbox	£62.28	Cost of Living DCC Grant 2024
The Foxhound - Warm hub Oct, Nov and Dec	£103.50	Cost of Living & DCCGrant2024
K Aldridge - reimburse Sherford Room Hire	£20.00	General
E Hitchins - reimburse thank you gifts for volunteers	£41.78	General
K Aldridge - administration of BrixtonDevon website	£250.00	General
K Aldridge wages	£1,031.64	General
K Aldridge expenses	£40.29	General
K Aldridge office allowance	£35.00	General
K Aldridge - reimburse January zoom	£15.59	General
BPC employer pension contribution (25/9/24-31/01/25)	£1,265.83	General
A Kay reimburse Community Support Helpbox	£42.48	Cost of Living Crisis fund
J Friend Garden Services	£80.17	General
REACH (bus shelter cleaning)	£50.00	General
T Filtress reimburse Community Support Helpbox	<u>£76.12</u>	Cost of Living Crisis fund
TOTAL	<u>£3132.68</u>	

17th January 2025

Current Account: £14,269.40

Deposit Account: £20,315.07

TOTAL: £34,584.47

Date 26/2/2025

Signed E-H

Mrs E Hitchins – Chair Brixton Parish Council

Statement balance at 2nd July 2024
Skipton Building Society £82,624.53

Current Balance:

P3	£754.26	
Legal Fees	£12,482.69	
Sherford 106 Contribution to Brixton Parish Council	£10,265.98	
Brixstix funds	£757.50	
Brixton History Group	£533.09	
Plastic Event - Community Together Fund	£0.00	
Cofflete Creek (s106 funds)	£3,964.58	Available to be claimed - s106
Yealm Community Energy - 2022 Grant (Bee Wild)	£199.70	
Green Fund	£382.63	
Community Emergency Plan Grant	£115.45	
Community Amenity Space (Cofflete) Comm Tog Fund	£2,479.84	
River Yealm Water Quality (annual 2022)	£71.41	VAT has been claimed back
River Yealm Water Quality (annual 2024)	£720.00	See note 1 - River Yealm
River Yealm Water Quality (River Fly Survey)	£0.00	
River Yealm Water Quality (Cllr Mackay funds)	£0.00	
Silverbridge Way expansion	£6,000.00	
Cost of Living Crisis	£407.30	
Cost of Living Funding (DCC Grant 2024)	£0.00	
Library Support Fund Grant – DCC	£123.54	
Total of Fund allocated	£31,328.81	

Notes

1. River Yealm Water Quality Working Group funds are being collected by BPC (contributions will be received from 6 riparian parishes - BPC, YPC, N&N, WPC, Cornwood and Sparkwell) - BPC will hold these funds

Cllr MacLennan proposed that BPC approve the finance report for January, seconded by Cllr Hawken. Cllr Hitchins abstained. All others in attendance were unanimous.

67.4 To further discuss a letter received from Brixton Feoffee Trust requesting financial contribution towards the cost of routine maintenance and upkeep costs of the Trust's two amenity areas within the village following meeting on site with trustees and agree way forward

Following the discussion at the September 2024 meeting regarding a letter received from Clerk Feoffee Trust requesting financial assistance from BPC towards the upkeep and maintenance of two areas of public land owned by the Trust. Councillors Wills, Hawken and Carson meet Brixton Feoffee Trust Trustees on site in December 2024.

Cllr Hawken proposed that BPC contribute £500, as financial assistance, for the upkeep of the Feoffee Trust's two amenity areas within the village. Seconded Cllr Gillard. Cllr Hitchins abstained. All others in attendance were unanimous.

District Cllr Nix stated that she may have some additional funding available.

67.5 Update on South Hams Festival 2025 Proposal and request for financial support

There is no further update. Clerk to remove this from the agenda until any update is received.

67.6 DCC Grass Cutting agreement 2025/2026

Cllr Hawken proposed that BPC sign the SHDC Grass Cutting agreement for 2025-2026 and that SHDC will contribute £608 to BPC for maintaining visibility areas, seconded Cllr Clegg. All others in attendance were unanimous.

Date 26/2/2025

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

67.7 To discuss and approve BPC Budget 2025 / 2026

Cllr Gillard proposed that BPC approve the budget of £50,919.50 for 2025 / 2026 seconded by Cllr MacLennan. All others in attendance were unanimous.

67.8 To discuss and approve BPC Precept 2025 / 2026

Cllr Hawken proposed that BPC approve the 2025/2026 precept of £50,920.00, seconded by Cllr Carson. All others in attendance were unanimous. The clerk will submit these details to SHDC. The Band D parish rate will be £34.69, this is a decrease of £1.65 (-4.55%) in comparison to 2024/25 due to additional houses being built in Sherford.

68. Planning applications received from SHDC and DCC during December 2024 / January 2025**3621/24/CLE**

Certificate of lawfulness for existing use of annexe as either holiday accommodation or for purposes ancillary to the main house

Northlands, Chittleburn Close, Brixton PL8 2FL

BPC note this and is unable to provide any more information

3848/24/OPA

Outline planning application with some matters reserved (layout and landscaping to be considered) for the provision of three self-serviced self-build / custom build plots

Land at Sx 544 523, Chittleburn Hill, Brixton

Cllr Hitchins thanked the applicant and agent for meeting councillors at the site on the 25th January and explaining the application and for the presentation this evening.

Cllr Hitchins stated that in the Brixton Neighbourhood Plan this site was not within the agreed settlement boundary for housing. It has been identified as employment land, it is a field, it has not been identified for any other purpose. The Brixton Neighbourhood Plan has been adopted by SHDC as an agreed planning policy document. Cllr Martin questioned whether the proposed land was still designated as employment land as it stands? Cllr Hitchins confirmed that there was no designation for residential use.

Cllr Martin challenged how an application had been submitted in respect of an outline planning application on land that is not designated for residential use? There is also a question on the location of the boundary of the employment land drawn on the application and the boundary drawn on the map in the Brixton Neighbourhood Plan. Discussion ensued regarding the following: a flood risk assessment, foul sewage assessment, vehicle parking, a permissive path, and landscaping.

Cllr Martin questioned how BPC could support this application, when the application is for land that is not designated for residential use but as employment and agricultural land; this would go against the policies in the Brixton Neighbourhood Plan and is outside the settlement boundary.

BPC acknowledge that the permissive footpath is included in the Brixton Neighbourhood Plan, and is a very attractive addition, but it is important that BPC is consistent for all planning applications outside the settlement boundary.

Cllr Martin proposed that BPC submit a recommendation of 'see comments' with reference to Brixton Neighbourhood Plan as stated above. Seconded Cllr Hawken. All others in attendance were unanimous.

3634/24/VAR

Removal of condition 3 (Use) of planning consent 07/1517/14/F

Foley Lodge Unit 1A, Chittleburn Business Park, Chittleburn Hill, Brixton, PL8 2PH

Cllr Martin proposed that BPC ratify the recommendation of support, seconded by Cllr Hawken. All others in attendance were unanimous.

Cllr Nix joined the meeting at this stage

Date 26/1/2025

Signed E-H

Mrs E Hitchins – Chair Brixton Parish Council

3633/24/OPA

Outline planning application with some matters reserved for proposed self-build affordable dwelling
Land at SX 549 523 Paddock Drive Brixton

Following a site visit on Saturday 25th January 2025 the following issues were raised:- the site is not within the settlement boundary as defined by the Brixton Neighbourhood Plan 2024 -2034, currently the land is agricultural and this would be seen as development in the countryside, access, management of sewage, building construction plan, surface water drainage.

Cllr Martin proposed BPC submit a recommendation of object, seconded Cllr Gillard. All others in attendance were unanimous.

2871/24/FUL

RE-ADVERTISEMENT (Noise Assessment) - Provision of a Primary Sub Station including access road, landscaping and Biodiversity Net Gain Area

Land At Sx 560 548, Plympton

BPC submitted a recommendation of 'see comments' on the previous application, this is now a re-advertisement with a 'noise assessment' document.

See agenda point 76 for the discussion regarding this application.

Cllr Nix proposed that BPC submit a recommendation of 'support', seconded Cllr Hawken. All others in attendance were unanimous. Clerk will add that BPC have no further comment to make on their recommendation submitted 8th November 2024.

4117/24/ARM

Application for approval of all reserved matters for 258 residential dwellings, on parcels 34-42 & associated parking along with all necessary infrastructure including, highways, drainage, landscaping, sub stations, as part of Phase 3B of Sherford New Community, pursuant to approval 0825/18/VAR (which was an EIA development & an Environmental Statement was submitted)

Sherford New Community Elburton Plymouth PL9 8DD

BPC will be discussing this application on Monday 3rd February

69. Planning decisions made by SHDC / DCC during December 2024 / January 2025 (to note)**3408/24/TPO – Grant of Conditional Consent**

T11: Ash - Fell due to Ash dieback, T12: Ash - Fell due to Ash dieback & T13: Ash - Fell due to being dead & leaning towards properties. All works for safety reasons due to proximity to buildings & road
Brixton House Brixton PL8 2AL

70. Planning appeals**1936/24/FUL**

Appeal reference: APP/K1128/W/24/3353842

Proposed new dwelling in replacement of previously permitted class Q

Sungates, Chittleburn Hill, Brixton, PL8 2BJ

71. Local issues relating to Brixton Parish as a whole**1. Relevant updates from Brixton Parish Environment Working Group held 3rd December 2024**

There were no updates to note.

Date 26/2/2025

Signed E H
 Mrs E Hitchins – Chair Brixton Parish Council

2. Dementia Friendly Parishes around the Yealm (DFPY)

To include:

- Update regarding action plan and Dementia Friendly Training

Cllr Hitchins has liaised with Claire Puckey, Community Development Lead for DFPY to deliver two 'Dementia Awareness Raising' sessions, these will be a talk in Brixton Community Room on Thursday 22nd May 2pm – 4pm and Wednesday 4th June 7pm – 9pm.

Prior to this, all Councillors will complete the free online training session provided by the Alzheimer's Society to become a dementia friend. The Clerk and Cllrs Clegg, MacLennan, Hawken, Hitchins, Wills have completed their training. Clerk to send out the link to councillors who have not completed this.

- South Hams Dementia Awareness Forum - 15th January 2025

Cllr Hitchins attended this meeting, looking at supporting all parish and town councils across the South Hams to implement Dementia Friendly Action Plans

- International, National, Regional, and local Plymouth University Dementia Conference – 11th April 2025

Cllr Hitchins will be attending.

3. Welcome to Brixton Parish letter – discuss and update

This letter has been updated to include more information for Sherford residents Cllr MacLennan proposed that BPC publish the updated 'Welcome to Brixton Parish' letter, seconded Cllr Gillard All others in attendance were unanimous

72. Local issues relating to Sherford

1. Update from Sherford Liaison meeting – 13th January 2025

Cllr Hitchins stated that 'attention to community detail' was key but this didn't seem to be at the forefront of any action e.g. the bus shelter that was blown away has not been replaced.

Cllr MacLennan stated that there is no commitment to timescales e.g. still waiting for dog waste bins to be placed in Sherford Country Park. Cllr MacLennan to canvass resident's opinions and feedback next time if things are not being dealt with in a timely manner.

2. Climate Change / Bio-diversity update

- Update on pilot scheme for composter

Cllr MacLennan has liaised with Melissa Harvey, there is an 'away day' in Frome on 10th February. It was decided not to attend, as it is too early for Sherford Allotments, which won't be available until June 2025. Agreed to align with a visit in the spring when Melissa Harvey will be invited to the next residents panel.

2. Street Naming Project

- Update from Community Heritage evening – 4th December 6-8pm

- Update on Local and Historical names for Sherford's Green Infrastructure

The evening with Mark Harris, Principal Urban Designer, SHDC, was a well-attended community event, with a good community feel. The final names were discussed at the Residents Panel on 15th January 2025. There are issues with areas 9 and 18 with regard the names.

Area 9 – suggested name was 'Blackwell Circus' – residents would prefer 'Dutch Tulip Square' or 'Tulip Square'. This is technically not a green space, it is a roundabout with a Dutch tulip tree in the middle planted as part of the Mayflower 400, originally from Massachusetts.

Area 18 – suggested name was 'Kiln Square' – residents would prefer 'Strawberry Lane Park' as this is a park and next to Strawberry Lane.

These names could be brought back into the discussion at a later date.

Date 26/1/2025

Signed E.H.

Mrs E Hitchins – Chair Brixton Parish Council

- **Update on application to name/number a new street from SHDC–Phase 3B parcels L1-L12**

The names agreed at the November meeting have been submitted to SHDC and Mark Harris has confirmed, on a map, the themes for each parcel going forward.

4. **Update on the provision of a new parish council noticeboard for Sherford**

Judy Talbot, Project Coordinator Sherford Community Land Trust has been looking at noticeboards from Greenbarnes, this will ensure that they are uniform throughout Sherford. There are two options, either aluminum or timber, aluminum is more robust. It would look good with an engraved BPC sign across the top. The cost is £ 1,309.59 +VAT, plus an additional cost for engraving. Cllr MacLennan will liaise with Community Land Trust with a view to asking the developers if they would look at replacing the noticeboards that they removed to the BPC and SCLT specification.

5. **Community Emergency Plan update (CEP)**

Cllr Hitchins stated that historically Brixton had its own CEP.

Questions to be discussed include: Does Sherford want a CEP? What are the community emergency issues? How would people be helped in an emergency? Who is vulnerable? Would residents be interested in drawing up a CEP?

Clerk to keep this on the agenda.

6. **Cost of Living Crisis update**

Cllr Hitchins stated that Brixton have a Cost of Living Working Group and queried if this was required in Sherford? Cllr MacLennan stated that this is already covered in Sherford through the Food Hub.

7. **Traffic Update**

To include

- **Update on Community Speedwatch**

Cllr MacLennan has been analysing the traffic statistics at site 5 in Sherford (near Sherford Vale School) provided by Sherford Consortium. The data captures the flow of traffic (east and west bound) for one week in a month and shows a substantial increase since 2020. The total volume of traffic increased from 29,413 per week in November 2020 to 73,217 in October 2024, i.e. an increase of 149%. The data shows that during September and October 2024 2/3 axle bus/trucks and articulated lorries form 10% of the traffic volume on Hercules Road.

This will be discussed in detail at the forthcoming Traffic Management Working group.

Community Speedwatch is conducted two / three times a month. Only two vehicles have been spotted over 35 mph, the average speeds are approx. 25 mph.

- **Update regarding training course for volunteers - Highway Safety Awareness e-learning module**

Cllr MacLennan and four volunteers have completed the DCC Highways Safety Awareness e-learning training course and Clerk holds the certificates.

- **Proposed stopping up of highway at unnamed road, Plymouth, PL7
OS grid reference:255861, N:054663; E:255859, N:054669 AND E:255777, N:054679**

BPC have received the details of the above stopping order.

Cllr Martin proposed that BPC object to this proposal, a new road needs to be constructed prior to the closure of the old road, this is not part of any planning application and will cause considerable inconvenience to businesses and residents. BPC was concerned that the description in the proposed stopping up of the highway bears no resemblance to the actual location, seconded Cllr Clegg. All others in attendance were unanimous.

Date 26/12/2025

Signed E-H
Mrs E Hitchins – Chair Brixton Parish Council

8. Footpath updates including PROW

FP 15 and FP 18 are PROWs in Sherford, and both are subject to a Diversion Order. Cllr MacLennan has been liaising with Alex Whish, Principal Green Infrastructure Officer Urban Fringe Team, SHDC, who has stated that as building progresses the PROWs may need to be moved, keeping within the legal boundaries. Clerk has provided Cllr MacLennan with all the paperwork regarding these two PROWs. Cllr Hitchins stated that DCC PROWs Officer is also aware of the requirement to ensure that these PROWs are reinstated.

9. Defibrillators**To include****- Update on the existing defibrillator in Sherford**

There is an existing defibrillator in Sherford which is located at Sherford School and checked regularly by the Caretaker.

- Discuss the location of defibrillators in Sherford and if there is a requirement for additional defibrillators

Judy Talbot, Project Co-Ordinator, Sherford Community Land Trust has written to the Consortium Brookbanks about the installation of a defibrillator at the Country Park.

73. Local Issues relating to Brixton**1. Climate Change / Bio-diversity update****To include:****- Active Travel – Brixton to Plymouth (to include Dawes Lane)**

Cllrs Hitchins and Carson will be meeting PCC Cllrs Stephens, Coker, and an Officer on site on 30th January.

PCC Cycle Route Classification dated 2017 (Dawes Lane) .

This will be discussed further at the meeting on 30th January above.

- Update from SHDC on Local Cycling and Walking Infrastructure Plan (LCWIP)

The LCWIP looks at cycling and walking in an area and aims to identify improvements on routes that exist already to make them safer or more appealing to people using them. Cllr Hitchins submitted comments on behalf of BPC. There is no further update at this stage.

- Update on the area beside the bus stop on A379 by Winstone Lane

The area is in the process of being cleared and planted by the Bee Friendly Group prior to the installation of the self-watering scenic rectangular planter.

- Update on St Mary's Church churchyard

Cllr Hitchins, St Mary's Church Warden, and Alex Whish produced an agreed plan of mowing regimes for 2025 which had been forwarded to SHDC. The intention is to reach a balance between the churchyard being accessible for families and improving its biodiversity. There has been no update from SHDC regarding the 2025 schedule.

To include SHDC 'Headstone push testing'

Correspondence has been received from SHDC stating that SHDC will be carrying out 'push testing' on headstones at closed graveyards over the next 3 months. The first tests are planned from Friday 24th January 2025 onwards.

Date 26/2/2025

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

2. Highways

To include Highways Projects

- Update regarding Monkey Lane

DCC has agreed to issue a Traffic Regulation Order (TRO) request for Monkey Lane to be downgraded to a multi-use lane (Pedestrians, Cyclists and Horse Riders) with a prohibition of vehicles except for access. The advert / consultation for this project has now closed. BPC has received details PDSs of the scheme plan, signposts, bollards and sign schedule for the proposed works. Once DCC have obtained quotes for the work from its framework contractors an order will be placed. It is anticipated that the work will be completed by the end of the financial year. Clerk to obtain any further update for February meeting.

- Update regarding exiting Monkey Lane into Sherford for pedestrians.

Access from Monkey Lane for pedestrians accessing Sherford Country Park was discussed at the recent Sherford Liaison meeting. It has been confirmed that a path will be in place, running alongside the hedge into the Country Park and will join the existing PROW.

To include Highways / Traffic updates

- Update on request for reduction in speed limits in and around Brixton

Cllr Hitchins wrote to County Cllr Hart to ask for a review of the speed limits within the village. At a recent event Cllr Hitchins met DCC Portfolio Holder for Transport – Cllr. Stuart Hughes and will be following this up with an email regarding the speed limits. Cllr Hitchins will also enquire about 'Quiet Lanes' in the email. There is no further update.

Cllr Hitchins stated that Ugborough PC have paid for a 20mph scheme, Clerk to add this to the Traffic Management Working Group agenda to discuss with Nick Colton, DCC Highways Officer on 3rd February 2025.

- Update on the progress from 'lengthsman' with regard clearing drain on A379

Contractor has cleared the drain on the A379 towards Elburton (on the bend just past Rodgers Garage) and dug buddle holes either side so the water now is flowing far better. Work was completed Sunday 26th January 2025. The contractor has liaised with DCC Highways Officer and is hopeful this will remain trouble free for a while. BPC to monitor the situation in this area.

- Update regarding training course for volunteers / councillors – Highway Safety Awareness e-learning module

Clerk has undertaken this training along with Cllrs Clegg, Hawken, MacLennan, and Wills. Clerk is keeping a record of the training undertaken by volunteers and councillors on their training records. Clerk to ask DCC to resend the link to all councillors who have not completed the training. Cllr Hitchins continues to liaise with street sweeping volunteers to undertake the DCC Highway Safety Awareness e-learning module (this is a free course).

3. The Green – update from Community Engagement regarding parking on The Green

Cllr Hitchins has arranged a preliminary working group meeting for Thursday 30th January, this will be with Nick Colton (DCC Highways Officer) to look at options for the way forward following the public consultation 2 years ago.

4. Land at Cofflete Creek update

- Update on s106 funding for the project

There is no update on the funding.

- To include update on interpretation board (Cllr Gillard)

Nicky Bailey, South Devon National Landscapes is continuing to work on the interpretation board.

Date 20/2/2025

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

- **Update on the project plan for the upper site following public consultation.**

The comments from a public consultation held Saturday 16th November at St. Mary's Church have been collated and an updated project plan completed by Alex Whish will be circulated to BPC councillors for discussions at February meeting. This shows the plans / drawings for Phase 2. Following approval this will be made available on BPC website. Prices will be obtained for the February meeting for fencing and the bird hide.

Clerk to obtain the PDF for the options from Alex Whish and ensure that this is displayed on the website. Cllr Hitchins will liaise with residents of Torr to discuss clearance of the site.

5. Composters update (Cllr Clegg)

Cllr Clegg stated that there is a lot of green waste waiting to be shredded.

6. Community Emergency Plan update

Cllr Hitchins stated that BPC have an historic CEP, this needs to be updated by a working group.

7. Cost of Living Crisis update.

The community box remains in the church porch and will continue to provide free household cleaning and basic personal hygiene items along with tinned food throughout the winter. The warm hub in 'The Foxhound' continues every Thursday afternoon between 3-5pm. The Brixton Feoffee Trust will continue to make £100 grants available for urgent financial assistance.

- **Update on Cost-of-Living Grants**

The following amounts are still available to spend:

Cost of Living Crisis £407.30

DCC Grant Cost of Living Funding – this funding has been completed and a group member will be completing the report to DCC and looking to apply for additional funding in the next financial year

Cllr Nix proposed that BPC move £200 into the 'Cost of Living fund' which is part of the approved budget 2024 / 2025, seconded Cllr Clegg. All others in attendance were unanimous.

- **Update on DCC Community Library Support Fund**

A grant of £300 had been made by DCC. Bookcases have been purchased to be installed in the church and balance remaining is £123.54.

Clerk to check with Cost-of-Living group member if there is deadline to spend these funds.

8. Footpaths / P3 update

Following the P3 meeting in November DCC PROW Officer confirmed that she will walking all the other relevant paths to look at the required works and asking a contractor for a price. Various issues were discussed, with the priority being the works required to the handrail on FP9 and the steps on FP30. There is now further damage to the steps on FP30 due to a fallen tree and a fallen tree on FP26, these have both been reported. She will also be liaising with colleagues at DCC to ensure that the footpaths that are currently diverted in Sherford will be reinstated.

9. Silverbridge Way

- **Update on the extension**

There is no update on this project

Date 26/2/2025

Signed E A
Mrs E Hitchins – Chair Brixton Parish Council

- **Update on the soft closing gate mechanisms**

Cllr Clegg has the soft closing mechanisms to install with Cllr Martin during the spring. Cllr Clegg reported that the gates have dropped slightly and are not shutting on the latch. Thanks were expressed to Cllr Hawken for removing a tree on the path. Cllr Clegg reported that the stock fencing at the bottom is in place and looking good and the 'eye glass' has been found, this will be repaired and replaced by Cllrs Clegg and Martin.

- **Update on the provision of an additional bench along the path**

Clerk has approached the contractor for prices to make a bench, purchasing a recycled bench has been recommended. Clerk has obtained prices for 'ready-made' benches. Cllr Gillard proposed that BPC purchase the 'Exeter' bench which is 100% recycled materials at a cost of £300 + VAT and any cost associated with fittings the bench, seconded Cllr MacLennan. All others in attendance were unanimous. Clerk will purchase this bench once Cllr Clegg has obtained agreement from landowner. Cllrs Clegg and Martin will then install the bench.

- **Discuss the maintenance contract for Silverbridge Way from 2025**

Following the approval at the November meeting for the tender from G Pilbeam, Landscape Construction & Design for a two-year contract (2025 and 2026). Clerk confirmed that Yealmpton PC is also in agreement and will pay half.

10. Defibrillators

To include

- **Update on the maintenance of the phone boxes housing the defibrillators**

Clerk has obtained quotations from two contractors for the telephone boxes. One contractor will be able to do internal and external works. Cllrs Clegg and Martin will meet this contractor on site to look at both boxes and explain exactly the works required and obtain a final price for the works.

- **Discuss the location of defibrillators in the parish and if there is a requirement for additional defibrillators.**

No further approach has been made so this will be removed from the agenda.

11. Street Furniture

- **Update on the condition of the seat at the end of Steer Point Road and plans for refurbishment.**

Contractor has provided some prices for this work, but Cllr Hitchins will clarify if a volunteer is able to undertake this work.

- **Update on the replacement of noticeboards**

The noticeboards should be ready before the end of the financial year.

74. Local issues relating to Carrollsland

District Cllr Nix had already explained she is liaising with residents in the Open Forum. There are no more issues to report.

75. BPC Administration

1. **Climate Change Policies to update: Brixton Parish Environment Working Group Terms of Reference, Environmental Policy, Environmental Policy Action Plan**

Cllr Carson proposed that BPC update the Climate Change Policies - Brixton Parish Environment Working Group Terms of Reference, Environmental Policy, Environmental Policy Action Plan seconded Cllr Gillard. All others in attendance were unanimous.

Date 26/2/2025

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

2. **Implement new and update existing HR policies: Adoption Policy, Annual Leave Policy, Anti-Bullying and Harassment Policy, Appraisal Policy and Procedure, Carers Leave Policy, Code of Conduct, Compassionate Leave Policy, Disciplinary Policy, Emergency / Dependent Leave Policy, Equality and Diversity Policy, Flexible Working Policy, Grievance Policy, Homeworking Policy, Lone Working Policy, Maternity Leave and Pay Policy, Paternity Leave and Pay Policy, Performance Improvement Policy and Procedure, Recruitment Policy, Training and Development Policy**

Cllr Hawken proposed that BPC implement and update the following new and existing policies - Adoption Policy, Annual Leave Policy, Anti-Bullying and Harassment Policy, Appraisal Policy and Procedure, Carers Leave Policy, Code of Conduct, Compassionate Leave Policy, Disciplinary Policy, Emergency / Dependent Leave Policy, Equality and Diversity Policy, Flexible Working Policy, Grievance Policy, Homeworking Policy, Lone Working Policy, Maternity Leave and Pay Policy, Paternity Leave and Pay Policy, Performance Improvement Policy and Procedure, Recruitment Policy, Training and Development Policy. Seconded Cllr Gillard. All others in attendance were unanimous.

3. **Implement and update other policies: Whistleblowing, Data Protection Policy, Document Retention Policy, Information Technology Policy, Social Media and Electronic Communication Policy and Expenses Policy**

Cllr MacLennan proposed that BPC implement and update the following new and existing policies - Whistleblowing, Data Protection Policy, Document Retention Policy, Information Technology Policy, Social Media and Electronic Communication Policy and Expenses Policy. Seconded Cllr Nix. All others in attendance were unanimous.

4. **Discuss and update BPC Snow Plan**

Cllr Gillard proposed that BPC update the Snow Plan, seconded Cllr MacLennan. All others in attendance were unanimous.

5. **Councillor and Clerk training**
To include.

- **Cyber awareness training – discuss possibility of BPC councillors completing training**

Clerk has investigated some DALC training and forwarded the details to Cllr Nix

- | | |
|--|--------------------|
| - Cyber user awareness training (Basic) | £14+VAT per person |
| - Cyber security awareness – password management | £15+VAT per person |
| - Cyber security awareness – phishing | £15+VAT per person |
| - Cyber security awareness – video conferencing | £15+VAT per person |

District Cllrs have just completed SHDC Cyber training so District Cllr Nix agreed investigate if this training would be available to parish councils. Cllr Nix will obtain an update.

- **Email from Wembury PC regarding possible planning training**

BPC would be interested in attending a planning training session that Wembury PC are looking to organise.

6. **Discuss the changes made to the format of BPC agenda for 2025**

Councillors agreed that the new format appears to have worked for this meeting will keep with this format.

Date 20/12/2025

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

7. Discuss and approve the updated BPC Business Plan

Cllr Carson proposed that BPC update the BPC Business Plan for 2025 / 2028, seconded Cllr MacLennan. All others in attendance were unanimous.

8. Discuss and approve the BPC Action Plan for 2025

Cllr Hawken proposed that BPC approve the BPC Action Plan for 2025, seconded Cllr Nix. All others in attendance were unanimous.

Cllr Hitchins thanked the Clerk for her hard work with the policies, Business Plan and Action Plan over the last few weeks, all Councillors concurred with these thanks.

9. Note the change of meeting date for July 2025

This meeting will now take place on Wednesday 16th July in Sherford, this has been amended on the website and calendar.

76. Councillor Reports

Cllr Nix stated that during the meeting he had looked at the 'noise assessment' associated with the planning application (2871/24/FUL) discussed earlier in the agenda. There is no significant impact on the noise and there will be no noise pollution. BPC councillors discussed this application again and Cllr Nix proposed that BPC support this application, seconded Cllr Hawken. All others in attendance were unanimous. This recommendation will also be recorded on agenda item 68 – 2871/24/FUL.

77. Other updates / issues / consultations for discussion

1. Information obtained from Ivybridge Ring and Ride for discussion

To include numbers obtained re Ivybridge Library membership of Brixton residents

Clerk will obtain some updated data for discussion at the February meeting.

2. Update regarding Bus services from Brixton to Plymouth

There is no update.

3. Update - South Hams Community Action Transport provision in the South Hams

South Hams Community Action are undertaking a survey within Brixton parish, assessing the needs of residents for all forms of transport – both community and public transport. The findings will be mapped against existing provision and enable South Hams Community Action to evidence need and work on identified gaps. The hardcopies and a collection box have been placed in the Foxhound, St Mary's School, Ladybirds Nursery and Sherford Community Hub. South Hams Community Action will also be working with residents of Venn Court. The survey is also available online.

4. Email from WPC regarding a 'shared youth worker'

It was agreed that that BPC would be not be interested in this proposal as Sherford already have a 'Youth Worker' and it was agreed it would not be feasible in Brixton.

5. SHDC Parish Forum – 27th March – discuss attendance for the meeting.

Cllr Hitchins will attend this meeting, Clerk will ask for a link for Cllr MacLennan to join the meeting

6. Strengthening the standards & conduct framework for local authorities in England consultation – 26th Feb 2025

Cllr Hitchins and Clerk will complete this consultation.

Date 26/2/2025

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

7. Discuss SHDC press release - Council on the lookout again for its community heroes

Cllr Carson proposed that BPC nominate Cllr Hitchins for the 'Community Champion' for all the work that she does for Brixton parish, seconded Cllr Nix. All others in attendance were unanimous. Cllr Carson will draft a nomination to circulate to all BPC. The deadline for nominations - 10th February

8. Feedback from IDALC meeting – Tuesday 21st January 2025

Cllr Hitchins attended this meeting on behalf of BPC, a handful of parishes attended. Clerk to send out the minutes of the meeting, once received, as they cover the work all the other parishes.

9. Devolution White Paper for Smaller Councils – DALC - Thursday 30th January 2025

Cllr Hitchins will be attending this meeting on behalf of BPC

78. Correspondence for information

1. Cascade 'Temporary Traffic Regulation Orders (TTO) for Road Closures relating to DCC works:

- A379 Elburton Road (near Brixton Road Station Bridge) – Wednesday 3rd April – Wednesday 3rd July 2024

Extension for works above extended until 3rd July 2025

- Elburton Road & Chittleburn Hill – Monday 3rd February – Saturday 1st March 2025

Between hours of 19:00 and 06:00

2. All weekly bulletins from DCC and SHDC are placed immediately on the websites and Facebook pages

3. South Hams District Council – News Releases

- New proposals discussed for a resident discounted parking scheme
- Have your say on car parking proposals
- South Hams wants improvements to Devon's water infrastructure
- District Council doing all it can to help residents during cost-of-living crisis
- South Hams District Council states its position on local government reform
- Council on the lookout again for its community heroes

4. Thank you for the donations 2024 / 2025 – Brixton Magazine, Ivybridge Ring & Ride, Dementia Friendly Parishes around the Yealm, 1st Yealm, Brownies & Rainbows, South Hams Community Action, Samaritans

Cllr Hitchins closed the meeting at 9.25pm

Next meeting: Wednesday 26th February 2025 in Brixton Community Room

Kirstie Aldridge, Clerk, Brixton Parish Council

Date 26/2/2025

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