



**Draft Minutes of Brixton Parish Council meeting held on
Wednesday 26th March 2025 at 7.00 pm in Sherford Community Hub**

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

In attendance: County Councillor John Hart, District Cllrs Julie Carson & Alison Nix and Kirstie Aldridge (Clerk)

Members of the public in attendance: 0

Open Forum to include discussions regarding Local Government Reorganisation

Cllr Hitchins welcomed everyone to the meeting and explained that the first subject of discussion would be any updates from County Cllr Hart and District Cllrs regarding the Local Government Reorganisation (LGR)

County Cllr Hart stated that there had been numerous recent discussions at Devon County Council (DCC). Five initial options have been submitted by DCC which are available to view on the DCC website. South Hams District Council (SHDC) has submitted a 1-4-5 proposal Unitary with Plymouth City Council (PCC) as existing combining South Hams, Teignbridge, West Devon, with Torbay (4 current councils) and further Unitary combining East, Mid, North Devon and Torridge Districts, with City of Exeter (5 current councils)

All the above proposals were submitted to the Minister on 21st March along with proposals from PCC whose preferred plan includes 13 parishes from the South Hams Urban Fringe area. The timescales are very tight feedback is expected by the summer. The next deadline is November 2025.

The introduction of devolution through a mayoral system is progressing at the same time as LGR. Cllr Hitchins explained she and the Clerk had attended 2 meetings by zoom in the last 2 weeks one with PCC officers and the other SHDC. She expressed her concern that SHDC had not been proactive in discussing its proposals with the 13 parish councils identified in the PCC proposal. Parish Councils are set up under separate legislation and have very different cultures in their rurality and sense of community. Cllr Hitchins stated that there had been very poor communication throughout this initial stage. The original letter from Government Minister had not mentioned parish and town councils. This had not been noted or queried by the county or district councils at the time of the original letter from the minister. Cllr Hitchins had asked at a meeting in 2024 how would parish councils be represented; the reply was that DALC would represent.

Cllrs Hitchins and MacLennan would be attending a meeting set up by SHDC for parish councils on 27th March for any updates. Ivybridge Town Council is co-ordinating a meeting with all 13 parishes on the 3rd April. Several parish councils are using the annual meeting to consult with the community.

District Cllrs are meeting with PCC on the 8th April.

There needs to be consultation with the community – Brixton and Sherford would require separate discussions.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

Report from County Councillor John Hart

DCC, PCC and Highways are meeting regarding the build-up of traffic onto the A38 at Deep Lane at busy times.

County Cllr Hart stated he has represented Brixton on Devon County Council since 1989 (apart from 4 years). Cllr Hitchins, on behalf of BPC and the community, thanked County Cllr Hart for his service to the parish over the years, his diligence in attending meetings and acting in the best interests of the community. He will be greatly missed. All concurred with these thanks.

Sherford

Report from Steven Williams, BPC nominated Director Sherford Community Land Trust

The Sherford Community Trust Board Meeting met 05/03/2025 to convene a special General Meeting of the Company the following week to vote and pass a resolution to agree on the adoption of the new articles for the company. This will be an important landmark and will allow the Community Trust to develop further and allow residents to join the Trust as community directors later this year.

Events / Future Events

- Sherford Day 05 April 2025 at the Country Park See <https://www.sherfordtrust.org.uk/> for further details
- Preloved clothing sale 26th April 2025 at the Community Hub 12:00 – 15:00
- Farmers markets May to October - 2nd Sunday every month
- Sherford Open gardens 8th June 2025 – 14:00 – 16:00. Sharing of garden experiences in new build properties in Sherford.
- Newsletter has been issued

Brookbanks Update

- No update from February 2025

Sherford

Report from District Councillors Julie Carson and Alison Nix

Freeport

200 businesses have aligned with the ethos of SHDC, including businesses in the green technology sector. Currently 160 businesses are interested. The final decision as to whether a business goes into the Freeport rests with the board, who want to create employment opportunities that supports the area.

There is a partnership agreement between the 3 local authorities. A business plan sets out the responsibilities of the parties so if there is a reorganisation of local government, it would likely sit with Plymouth and the governance and processes stay the same.

An agreement will be signed on the land purchase and delivering a local centre in the coming weeks. Construction of a key link to a major site within the Freeport has started on the spine road which will connect to the Freeports largest site at Langage.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

Pedestrian/Cycle Bridge

A bridge will be constructed across the A38 at Deep Lane Junction providing a safe and convenient active travel link for journeys between the Langage and Sherford sites. The project is led by DCC in collaboration with SHDC, PCC and Plymouth and South Devon Freeport. DCC has secured funding and received planning approval for the project. Construction starts Autumn 2025 and completed Spring 2026.

DCC have met with Brookbanks to discuss new bus stops at the Urban Quarter.

Cllr Nix met with Rebecca Smith MP and members of the Consortium to discuss facilities, health services, roads. Plans are being made for further communications and signage to support work in the Country Park with the Green Infrastructure team.

Casework for Sherford includes parking, bins, rough sleeping, dangerous driving which includes driving on the wrong side of Orion Drive. This has been reported to the team at SHDC.

A planning application will be submitted next month for the Sherford Business Park

Cllr Martin expressed concerns regarding the control of works along the main road (Hercules Road), District Cllr Nix has already brought some matters to the attention of the Consortium but asked Cllr Martin to send all the details via an email for investigation.

Cllr MacLennan stated that the bus shelter has not been replaced, this will be raised at the forthcoming Sherford Liaison meeting. Raised manhole covers are still causing disruption along Libra Avenue, District Cllr Nix confirmed that she had reported this issue from Titan Avenue to Libra Avenue and it is in the timeline to be rectified

District Cllr Nix requested that only two members of the Parish Council attend the Sherford Liaison meetings going forward. Cllrs Hitchins and MacLennan will be attending on behalf of BPC.

Brixton

Report from District Councillors Julie Carson and Alison Nix

Residents in Brixton have been offered 20% discount on membership fees to the new Plymstock Oaks Gym (£60 per year). Cllr Carson and Nix have visited the finished gym. This facility has been funded by the S106 monies from Venn Farm.

Cllr Nix and Carson have agreed the 106 funding for Cofflete Mill

Carroll Island

Report from District Councillors Julie Carson and Alison Nix

Residents in Carroll Island have been offered 20% discount on membership fees to the new Plymstock Oaks Gym (£60 per year). This facility was funded by the S106 monies from Venn Farm. Rebecca Smith MP is liaising with the management company on behalf of residents.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

SHDC General Information

Report from District Councillors Julie Carson and Alison Nix

Local Government Reorganisation (LGR)

SHDC has submitted a joint proposal, known as the 1-4-5 plan on behalf of all the Devon District Councils, except Exeter. It proposes:

- Retaining Plymouth unitary authority
- A unitary combining South Hams, Teignbridge and West Devon areas with Torbay
- A unitary including East, Mid, North Devon, Torridge and Exeter.

Multiple other proposals have also been submitted by Plymouth, Exeter, Devon County and Torbay. Plymouth's proposal plans to expand into the South Hams raising concerns about the potential impact on rural communities and towns. SHDC will engage with parishes and towns to understand what the communities want and help develop a more detailed business case for the 1-4-5 proposal. PCC propose to expand its boundaries into the South Hams. If the government accepts Plymouth's proposal, 13 South Hams town and parishes, many of them rural communities and around 30,000 residents would be included in Plymouth's boundaries.

SHDC will provide all parish councils with an update on the proposals at a meeting on the 27th March.

DCC has submitted 5 potential options with option 5 being very similar to SHDC proposal.

Wembury Parish Council plans to do a community consultation on all the outline plans in May, in person, online and paper consults. The results of that will help guide their response to central government.

Following a complex and lengthy process and with agreement with SHDC and West Devon Councils, Plymouth City has decided that the next local plan for the city will be a Plymouth only plan and not a Joint Local Plan. This is due to the impact of the governments planning reforms which is requiring Plymouth to deliver their housing targets.

Open Forum Closed

94. Welcome and Apologies for Absence

Apologies were received from Cllr Gillard and accepted by all councillors.

95. Declarations of Interest

Cllr MacLennan declared an interest in agenda point 97.1

96. Confirmation of minutes of meeting of Brixton Parish Council Wednesday 26th February 2025

Cllr Clegg proposed to accept the minutes of the meeting on 26th February 2025 as an accurate record of the meeting, seconded by Cllr Nix. Cllrs Carson and Martin abstained. All others in attendance were unanimous. Cllr Hitchins signed the minutes of the relevant meeting.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

97. Financial Matters**97.1 To receive and ratify the approval of the finance statement for March 2025**

Receipts:	Amount	
NIL		
Payments:		
South Devon District Scouts donation	£400.00	General
The Sign Shed (sign The Green -obstructing junction)	£19.95	General
BCA - February Room Hire	£25.00	General
A Kay reimburse Community Support HelpBox	£86.64	Cost of Living
I Greet (2 noticeboards + delivery + installation)	£1,400.00	General
P MacLennan - DCRF event mileage Langtree, North Devon	£49.50	General
K Aldridge wages	£1,225.45	General
K Aldridge expenses	£65.25	General
K Aldridge office allowance	£35.00	General
K Aldridge - reimburse March zoom	£15.59	General
BPC pension contribution (March)	£377.08	General
HMRC - Q4	£432.71	General
St Mary's PCC	<u>£123.54</u>	Library Support Fund
	<u>£4,255.71</u>	

17th January 2025

Current Account: £14,269.40

Deposit Account: £20,315.07TOTAL: **£34,584.47**

Statement balance at 2nd July 2024

Skipton Building Society **£82,624.53****Current Balance:**

P3	£954.26	
Legal Fees	£12,482.69	
Sherford 106 Contribution to Brixton Parish Council	£10,265.98	
Brixstix funds	£757.50	
Brixton History Group	£533.09	
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	Note 1 - River Yealm
River Yealm Water Quality (annual 2025)	£500.00	Note 2 - River Yealm
River Yealm Water Quality - River Fly 2025	£1,268.00	
Silverbridge Way expansion	£6,000.00	
Cost of Living Crisis	£454.01	
Library Support Fund Grant - DCC	<u>£0.00</u>	
Total of Fund allocated	<u>£33,219.98</u>	

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

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

2. River Yealm Annual 2025 contribution is £125.00

River Yealm River Fly 2025 contribution is £317.00

Therefore, monies BPC will receive from 6 riparian parishes are £442.00

BPC Contribution is now included in the above figures

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

98. Planning applications received from SHDC and DCC during February / March 2025**0706/25/ARC**

Application for approval of details reserved by Condition 3 (Windows & Doors) of Planning Consent

3656/17/LBC **Baytree, 5 Wollaton Farm, Brixton, PL8 2DL**

Cllr Martin recommended BPC submit a recommendation of 'support', seconded Cllr Wills. All others in attendance were unanimous.

99. Planning decisions made by SHDC / DCC during February / March 2025 (to note)**3634/24/VAR – Conditional Approval**

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

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

2871/24/FUL – Conditional Approval

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**

1804/24/FUL – Conditional Approval

Replacement of agricultural barn

Blackpool Farm, Yealmpton, PL8 2LF

District Cllr Nix stated that SHDC planning officer has asked parish councils to ensure that when submitting planning recommendations that recommendations are clear about the action the parish council has taken in reaching its recommendation e.g. reporting on site meetings Cllr Hitchins asked that the planning officer contact parish councils direct with any comments regarding the planning process and recommendations made by parish councils.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

100. Local issues relating to Brixton Parish as a whole

1. Local Government Reorganisation (LGR)

To include

- Update from meeting with SHDC, PCC and MP Rebecca Smith

Following the discussion earlier in the Open Forum, the subject of LGR was further discussed.

Rebecca Smith MP held an online meeting with parish councillors. Cllrs Hitchins and MacLennan will be attending a meeting at SDHC on 27th March for any update.

It was reiterated that parish councils operate under different legislation than wards in Plymouth and clarification was needed on the legal status of parish councils under PCCs proposal. Parish councils employ a clerk, financially raise a precept, have policies and procedure for governance and administration, set their own agenda and have assets. Would there have to be a change in legislation? There are areas that are naturally attached to Plymouth. Need to ensure that the identity of 'rural sections' is protected.

BPC will incorporate the LGR in the 'annual meeting' to start the consultation process with parishioners. The annual meeting will be held in Brixton on 30th April and this will also be on the agenda at the meeting in Sherford on 21st May.

A working group of councillors will be convened to continue to investigate the LGR proposals and plan the way forward for the parish. An initial meeting (for councillors) will be held Monday 31st March to start the discussions.

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.

The Clerk and all Councillors have completed the free online training session provided by the Alzheimer's Society and are 'Dementia Friends'.

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

Cllr Hitchins will be attending.

- Dementia Awareness Week 19th – 25th May 2025

During this week a Dementia Awareness Raising Session will be held on 22nd May between 2pm-4pm in Brixton Community Room

3. Community Safety – Fraud and Scams

At the February meeting Cllr Hitchins explained details of a personal experience of a recent attempted scam. Clerk contacted D&C Police to establish if there were any leaflets regarding awareness of scams to ensure the community is alert and aware of potential scams and fraud. Clerk was directed to the 'Action Fraud' website. Cllr Hawken proposed that Clerk use this information to make a newsletter which will be available on the website with some hard copies in The Foxhound, Fish & Chip shop and Church, seconded Cllr Nix. All others in attendance were unanimous.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

101. Local issues relating to Sherford

1. Climate Change / Bio-diversity update

Following a skills workshop on 'how to lay a living hedge' and learn 'coppicing' volunteers will show case their new skills on 5th April and demonstrate how to plant a living hedge. South West Composting will be donating compost and 50 plant pot for a 'sunflower' competition – to be judged on 8th June.

The first Environment and Heritage meeting has taken place engaging with people in the community. Various events are being planned: e.g. inviting the Sherford Consortium Archaeologist, Plymouth Historian and a farmer that is regenerating farming.

2. Street Naming Project

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

Following a recent meeting with Mark Harris, Principal Urban Designer, SHDC, a flow chart has been produced with a process to follow for future GI naming. This was discussed at the last Sherford Residents Panel and will be discussed further at the next panel meeting on 6th April. Early consultation with residents is key and need to engage earlier with residents in phase 2D and then 3A and 3B. There are three outstanding areas to be named, these will be taken forward to the next consultation. Mark Harris will update at a future BPC meeting and Sherford Residents Panel meeting.

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

Judy Talbot, Project Coordinator Sherford Community Land Trust has been investigating suitable noticeboards and liaising with BPC. At the last BPC meeting the purchase of a shared noticeboard with Sherford Community Land Trust was approved at a cost of £1,775.56. The Sherford Community Land Trust approached the developers to see if they would look at either paying for or contributing towards replacing the noticeboards that they removed. They have suggested rather than funding one new noticeboard there is the option of sharing the usage of four new noticeboards between the Sherford Consortium, Sherford Community Trust and BPC, so it becomes a collaborative communications resource. The Consortium would fund the purchase and installation, there would be no cost to BPC.

The proposed noticeboard locations:

- Local centre (on the paved section by the Community Hub, school, cafe and shop)
- Hercules Road (adjacent to the future leisure centre/Argyle Community Trust pitches)
- NEAP playground (serving families and creating engagement opportunities)
- Country Park DDA entrance on Pigeon Lane (at a focal point in Sherford's biggest public open space)

A query was raised by the lack of a noticeboard in the new Urban Quarter.

Cllr Clegg proposed that BPC accepts the offer of a shared noticeboard as outlined above, seconded Cllr Hawken. All others in attendance were unanimous.

4. Community Emergency Plan update (CEP)

Cllr MacLennan confirmed that she attended the Devon Community Resilience Forum on 11th March and has obtained a template and made several contacts at the meeting. Cllr MacLennan will report back to the Sherford Residents Panel on 16th April and will be looking to form a working group. Cllr Hitchins stated that BPC holds some equipment in the Community Room from the original CEP. Cllr MacLennan confirmed that there are grants available.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

5. Traffic Update

To include

- Update on Community Speedwatch

Cllr MacLennan continues to analyse the traffic statistics at site 5 in Sherford (near Sherford Vale School). To date there have been nine Community Speedwatch sessions undertaken with 3 offenders reported. One week in February 2025 shows a total of 77,000 vehicles travelling along this route compared to 70,000 in February 2024,

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

Cllr MacLennan confirmed that five out of the seven Community Speed Watch volunteers have completed their DCC Highways Safety Awareness e-learning training course and Clerk holds the certificates.

Two out of the three litter pickers have also completed their DCC Highways Safety Awareness e-learning training course and Clerk holds the certificates.

Cllr MacLennan stated that although there is a lot of support for the Community Speedwatch Volunteers, they have received some abuse on Facebook. Cllr Hitchins stated that any abuse during the session or after the session should be reported through the appropriate channels.

- 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

At the January meeting BPC objected to the details of the above stopping order. Response has been received stating our objection has been passed to Brookbanks Consulting Ltd (applicant).

There is no further update.

6. 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, regarding the PROW's. The DCC PROWs Officer is also aware of the requirement to ensure that these PROWs are reinstated. There is no further update.

7. Defibrillators

To include

- Update on an additional defibrillator

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. There is no update.

Cllr MacLennan asked that this subject be discussed at the next Sherford Liaison meeting

Cllr MacLennan was thanked for everything that she is doing in Sherford

102. 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 along with a parishioner met PCC Portfolio Holder for Transport with a PCC Officer on 30th January. During the meeting it was stated that this work would not be completed in the short term. Cllr Coker agreed to take this matter to a PCC Cabinet meeting the following week. There is no further update. Clerk to email Cllr Coker to ask for an update following discussion at a PCC Cabinet meeting.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

- **PCC Cycle Route Classification dated 2017 (Dawes Lane)**

There is no further update.

- **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. The planter will be installed this week.

- **Update on St Mary's Church churchyard**

The following regime from SHDC was discussed and approved at the last BPC meeting, this is to ensure that there is a balance between the churchyard being accessible for families and improving its biodiversity.

- Late Feb/March – Cut entire site (avoiding any known areas of bulbs)
- May – Cut 'regular cut' areas of paths/wild area edges/any specified front of church areas
- June - Cut 'regular cut' areas of paths/wild area edges/any specified front of church areas
- Late July/early Aug – Cut entire site – with a rake of the 'wildlife areas'
- Late Aug/Sept - Cut 'regular cut' areas of paths/wild area edges/any specified front of church areas
- Oct – Cut entire site

This regime has also been approved by St Mary's PCC

2. Highways

To include Highways Projects

- **Update regarding Monkey Lane**

DCC has issued a Traffic Regulation Order (TRO) for Monkey Lane to be downgraded to a multi-use lane (Pedestrians, Cyclists and Horse Riders) with a prohibition of vehicles except for access. BPC has received details PDSs of the scheme plan, signposts, bollards and sign schedule for the proposed works. A temporary traffic order has been received stating that these works will be completed at the end of March. Clerk has asked DCC to ensure that there is no fly tipping in this area prior to the bollard installation. These works have now been delayed until mid-April.

- **Update regarding exiting Monkey Lane into Sherford for pedestrians.**

Access from Monkey Lane for pedestrians accessing Sherford Country Park was discussed at the last 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.

There has been no update since and will be raised at the next Sherford Liaison meeting.

To include Highways / Traffic updates

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

Cllr Hitchins has written to County Cllr Hart and the DCC Portfolio Holder for Transport, Cllr Stuart Hughes, to ask for a review of all the speed limits within the village and around the parish. BPC is awaiting an update.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

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

Clerk has undertaken this training along with Cllrs Carson, Clegg, Hawken, Hitchins, MacLennan, and Wills. Clerk is keeping a record of the training undertaken by volunteers and councillors on their training records.

Cllr Hitchins continues to liaise with street sweeping volunteers to undertake the DCC Highway Safety Awareness e-learning module (this is a free course).

Cllr MacLennan proposed that as an alternative to the e-learning course volunteers will be handed a paper copy of the module, volunteers would sign to acknowledge receipt of the training and agree to follow the contents. Seconded Cllr Nix. All others in attendance were unanimous.

Clerk to arrange packs for volunteers.

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

Cllr Hitchins met Nick Colton (DCC Highways Officer), BPC Community Road Warden and parishioner to discuss some options in January following the public consultation 2 years ago.

Nick Colton has designed a potential plan for The Green, which has been circulated to BPC. A public consultation will take place on the plan on Tuesday 20th May 7- 9pm and Saturday 25th May between 10-12pm in the Community Room at Brixton. This will be advertised after Easter.

4. Land at Cofflete Creek update

- **Update on s106 funding for the project**

s106 funding allocated was £23,055.00. Spend so far £19,090.42 (net).

The remaining figure is £3,964.58.

- **To include update on interpretation board (Cllr Gillard)**

Community Together Funding - the figure allocated for the original project - Land at former Cofflete Mill – a future community amenity space was £4820.02. Spend so far £2340.18 (net).

The remaining figure is £2,479.84 which has been earmarked for the second interpretation board Nicky Bailey, South Devon National Landscapes is continuing to work on the interpretation board.

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

The comments from a public consultation held on 16th November at St. Mary's Church have been collated and an updated project plan completed by Alex Whish circulated to BPC councillors This shows the plans / drawings for Phase 2.

An updated formal quotation has now been received from the contractor to complete phase 1 was discussed provision of a Bird Hide - £7940.00 (locally sourced and cut oak and sweet chestnut) with an informal path to the hide from existing gate - £1780.00 (27m long - 800mm width – natural timbered edge and mulched), therefore total for phase one is £9640.00 (net). Due to the niche and bespoke works to be completed only one quotation has been obtained.

Cllr Nix proposed that BPC accept the quotation as above, for completion of phase 1, at a cost of £9720.00 (net) seconded by Cllr Hawken. All others in attendance were unanimous.

SHDC and ward councillors have approved the additional funding of £5,755.42 from s106 from open space funding from Venn Farm Phase 2a, to complete this section of the project. This, along with the remaining s106 funds already allocated for this project (£3,964.58) total the £9720 required.

Cllr Carson proposed that Cllr Hitchins sign the SHDC s106 paperwork for the sum of £5,755.42, seconded Cllr Wills. All others in attendance were unanimous.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

5. Composters update (Cllr Clegg)

Cllr Clegg confirmed that they are waiting for payment from the recent shred.

The new cooked food composter is now in place at St Mary's Primary School, it is located behind the back gate in Horn Lane. Cllr Clegg attended the opening event on the 21st of March. Cllr Clegg stated that the performance of the composter will be monitored, and he will update at the next council meeting.

6. Community Emergency Plan (CEP) update

Cllr Hitchins stated that BPC have a CEP which needs to be updated by a working group.

There is no update and there are no councillors who wish to take this forward.

BPC will advertise on Facebook to establish if there is a resident or residents wishing to take this forward.

7. Cost of Living Crisis update.

The Cost-of-Living Group met on 25th March. 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. 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 £454.01

- Update on DCC Community Library Support Fund

A grant of £300 had been made by DCC. Bookcases have been installed in the church and with running costs this grant has now been completed.

8. Footpaths / P3 update

Following the P3 meeting in November DCC PROW Officer confirmed that she will walk all the relevant paths to look at the required works and ask 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. There is no update on these works. There is also additional works required on FP21 and FP 6 – this has been reported to DCC PROW Officer.

9. Silverbridge Way

- Update on the extension

Cllr Hitchins met with a representative from Yealmpton PC to discuss this project. It was agreed that this needed to be put back on the agenda for both BPC and YPC and will be discussed with the P3 councillor in YPC. The two parishes need to work together on this project.

BPC confirmed that they have put £6k aside as BPC's contribution. Clerk confirmed with YPC Clerk that they also have monies that can be used for this project.

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

At January meeting it was agreed 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. Clerk has confirmed that Exeter Bench can be fitted with extended legs so the legs can be dug into the ground and fixed with postcrete or similar. The hole would be as big as the end of the bench which is 45cm x 9cm – so the hole would need to be bigger than this. Cllr Clegg is waiting to obtain agreement from landowner. Cllrs Clegg and Martin will then install the bench.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

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 work required and obtain a final price.

11. Street Furniture

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

Contractor was approved at the last meeting and this work is awaiting completion.

- **Update on the replacement of noticeboards**

The two new noticeboards have been installed along A379 and look good. Several residents have commented on them. The previous BPC noticeboard commemorated a previous councillor. Clerk to investigate a commemorative brass plaque to be installed inside in one corner of the noticeboard.

- **Discussion regarding bollards and bench on A379**

Contractor was approved at the last meeting and this work is awaiting completion.

12. Brixton History Project – Brixton 2000

Cllr Hitchins is looking to reconvene this group to look at recording the history of Brixton.

Resident has asked if the 'Brixton 2000' video to mark the 2000 celebrations could be made publicly available.

Cllr Nix proposed that BPC employ someone to get this video compatible to upload onto the website as a maximum cost of £25.00, seconded Cllr MacLennan. All others in attendance were unanimous.

103. Local issues relating to Carrollsland

District Cllr Nix had already explained a resident is liaising with MP Rebecca Smith to take forward matters with the management company.

1. Update on s106 funding for Plymstock Albion Oaks Rugby Club

SHDC has confirmed that funding was allocated for a new health and wellbeing suite at Plymstock Albion Oaks Rugby Club which is being promoted to South Hams residents. Brixton residents qualify for a 20% discount.

104. BPC Administration**1. Financial Policies to update: Anti-Fraud & Corruption Policy, Expenses Policy, Financial Regulations, Grant and Donation Policy, Internal Controls Policy, Investment Policy, Reward and Recognition Policy**

Cllr Wills proposed that BPC update the Anti-Fraud & Corruption Policy, Expenses Policy, Financial Regulations, Grant and Donation Policy, Internal Controls Policy, Investment Policy, Reward and Recognition Policy, seconded Cllr Clegg. All others in attendance were unanimous.

2. HR Policy to update: Anti-Bullying & Harassment Policy

Cllr Hawken proposed that BPC adopt the updated Anti-Bullying & Harassment Policy, seconded Cllr MacLennan. All others in attendance were unanimous.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

3. **Climate Change policy to implement: Biodiversity Policy**

Cllr Hawken proposed that BPC adopt the Biodiversity Policy, seconded Cllr Martin. All others in attendance were unanimous.

4. **Councillor and Clerk training**

To include.

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

Cllr Nix proposed that Clerk and all BPC councillors undertake the following DALC training modules

- 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

Seconded Cllr Hawken, all others in attendance were unanimous. There is no requirement for BPC to undertake the Cyber security awareness – video conferencing module at this stage.

5. **Update from River Yealm Harbour Authority BPC representative**

BPC representative Martyn Oates to the Yealm Harbour Authority has asked if BPC would like any more information. BPC thanked Martyn Oates for continuing to represent its interests and confirmed that the monthly minutes were received, currently BPC had no matters to raise.

6. **Discuss and approve representative to Brixton Feoffee Trust**

Cllr Hitchins confirmed that Brixton Feoffee Trust has five trustees. BPC are invited to nominate a representative of the council. Cllr Hitchins has represented BPC on the Feoffee Trust and is coming to the end of her four-year nomination.

Cllr Hawken proposed that BPC nominate Cllr Hitchins to continue as BPC 's representative on the Brixton Feoffee Trust for another four years, seconded Cllr MacLennan. All others in attendance were unanimous.

7. **Discuss and approve BPC news bulletin**

Clerk stated that she had been working on an 'electronic news bulletin'. Cllr Clegg proposed that Clerk work with Cllrs Hitchins and Nix regarding the publication of the news bulletin, seconded Cllr Wills. All others in attendance were unanimous.

105. **Councillor Reports**

Cllr Carson will be attending YEM AGM on Saturday, meeting at the Cornwood Inn

Cllr MacLennan will be continuing with the 'heritage project' and interviewing residents.

Cllr Hawken stated that it was lovely to see so many people at the Scouts Open Day on the 23rd March.

Cllr Martin stated he had been approached by the Scouts and drove to Sidmouth to collect a 'climbing frame' for the open event. BPC thanked Cllr Martin for this and for also assisting with the event. Cllr Martin reported that during the recruitment day 17 people expressed an interest in becoming a leader / helper and 14 new scout members were recruited. It is looking likely that the group will be reopened.

Cllr Hitchins stated that there will be an exhibition of the history of Yealmpton on the 28th March at the Yealmpton Community Centre

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

106. Other updates / issues / consultations for discussion**1. Update - South Hams Community Action****- Update on survey – ‘Transport provision in the South Hams’**

South Hams Community Action is 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. The results of these surveys will be published in April

2. SHDC Parish Forum – 27th March 2025 – discuss attendance for the meeting.

Cllrs Hitchins and MacLennan will attend this meeting.

3. Update SHDC press release - Council on the lookout again for its community heroes

On behalf of BPC, Cllr Carson submitted a nomination for Cllr Hitchins in ‘Community Champion’ category. The winners have been announced, and BPC’s nomination was unsuccessful.

4. Update SHDC Town & Parish Council Briefing – National Planning Guidance 12th March

Cllrs Martin and Wills attended this event on behalf of BPC. Following the event slides and a recording of the training event has been circulated to all BPC. Cllr Hitchins asked that all BPC look at this information and let the Clerk know so it can be added to Cllr training records. The briefing will be discussed at the next council meeting once everyone has looked at the information as Cllr Martin wanted to draw a couple of points to the attention of BPC regarding the Neighbourhood Plan and volume of housing waiting for decisions.

5. DALC ‘Smaller Councils Meeting’ updating on Local Government Reorganisation – 8th April

Cllr Hitchins will be attending this event.

6. Update from South Devon National Landscape Partnership meeting

This has been circulated to all BPC

7. Consultation on the South Devon National Landscape Management Plan Review

Cllr Hitchins will be attending this meeting on 22nd April 2025

107. 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)

Wed 3rd April – Wednesday 3rd July 2024 - Extension for works above extended 3rd July 2025

2. All weekly bulletins from DCC and SHDC are placed immediately on the websites and Facebook pages**3. South Hams District Council – News Release**

- South Hams District Council Rejects Plymouth's Boundary Expansion Plans

- Council celebrates its community heroes

Cllr Hitchins closed the meeting at 9.22pm

Next meeting: Wednesday 30th April 2025 in Brixton Community Room

This will include the annual meeting

Kirstie Aldridge, Clerk, Brixton Parish Council

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council