



**Minutes of Brixton Parish Council April meeting held on  
Wednesday 30<sup>th</sup> April 2025 at 7.30 pm in Brixton Community Room**

**Present:** Cllr Liz Hitchins (Chair), Cllr Michael Wills (Vice Chair), Cllr Tony Carson, Cllr Terry Clegg, Cllr Rachael Gillard, Cllr Ian Martin and Cllr Stuart Nix

**In attendance:** District Cllrs Julie Carson & Alison Nix and Kirstie Aldridge (Clerk)

Members of the public in attendance: 6

**Open Forum**

**Presentation from Graham Clark, Director of GRC Planning regarding re-advertisement for planning application 3848/24/OPA (agenda point 5)**

Graham Clark outlined the revised planning application for three affordable self-builds for local people with a path linking Chittleburn Hill to Rodgers Garage.

**Report from County Councillor John Hart - a personal statement was read out from Cllr Hart**

I am now coming to the end of my political life as your County Councillor. Having been the County Councillor for some of my Parishes since 1989 and others after a boundary change in 2005 I realise that I have been the County Councillor longer than some of you have been involved in your Parishes, in fact a few of you are likely to have been at school when I started.

I had a holiday between 1997 / 2001 and have held county and regional roles since being elected back in 2001, without the support of Parish Clerks and the understanding of Parish Councils it would have been difficult to accept those responsibilities.

I would like to thank you and your Parish for your support over the years and the residents of your Parish for continuing to put their trust in me. I could not have been able to represent the ward without that support nor Devon County Council on the Regional and National stage over these years.

BPC will write to County Cllr Hart thanking him for his service to the parish and its parishioners

**Brixton**

**Report from District Councillors Julie Carson and Alison Nix**

Case work in April included Active travel, planning issues and waste and fly tipping.

The abandoned caravans at the top of Plympton Hill have been reported to SHDC. A notice has been served and SHDC is in process of arranging for their removal

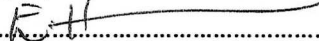
**Sherford**

**Report from Steven Williams, BPC nominated Director Sherford Community Land Trust (SCLT)**

*Sherford Community Trust Board Meeting 24/04/2025*

- The new Articles of Association have been adopted
- Organisation of the operation of the Trust continues including the planning for the admission of 2 new community directors from Phase 1 of the development onto the SCLT.
- First AGM of the Trust will be held later this year.

Date .....21/5/2025.....

Signed ..........

Mrs E Hitchins – Chair Brixton Parish Council

- SCLT Fees will be levied from this year (£40) in line with the S106 agreement.
- Community panels working well and expanding
- Youth group set up ongoing
- Communication to be further developed.

#### *Events / Future Events*

- Preloved clothing sale 26th April 2025 at the Community Hub 12:00 – 15:00
- Farmers markets May to October - 2nd Sunday every month (May 11th)
- Sherford Open Gardens 8th June 2025 – 14:00 – 16:00. Sharing of garden experiences in new build properties in Sherford.

#### *Brookbanks Update*

- Retail development - Legals sorted out – Consortium aiming to develop themselves
- Sherford road upgrades due to start after the Plymouth half marathon in May.

#### *Coordinators Update*

- Community Kitchen being developed – Training ongoing.
- Library space being fitted out from June 2025
- Community Hall is very busy and additional space would be welcomed.
- Sherford Day was successful.
- Allotments being progressed (Sept to Dec Build out)

#### *Grant Applications*

- *No applications received.*

NB-Sherford residents can apply for support of between £50 to £1000 Grant applications should demonstrate how the idea or project benefits residents generally with wide community support; how it meets one or more of the Trust's objectives, especially sustainability and show commitment from the residents in cash or kind. Please see <https://www.sherfordtrust.org.uk/grants.php> for details of how to apply.

### **Sherford**

#### **Report from District Councillors Julie Carson and Alison Nix**

- Liaising with SHDC and PCC regarding bus stops, travel, and timetable concerns
- Attended the induction of the new Pioneer ministers at Sherford and welcomed them on behalf of SHDC and have arranged to meet with them shortly.
- Discussing progress of amenities for Sherford including local centre and GP surgery.
- First planning application for the Business Park coming forward
- Re-arranged some waste collections in Sherford following complaints about misuse of bin sheds
- Supporting Parish Councillors with concerns over health and safety in parts of Sherford
- Met with Community Land Trust Co-ordinator re setting up recycling and refurbishing café. Currently there is no space so will initially set this up at the Farmers Market
- There are issues with the open spaces (football pitches and tennis courts)
- Some of the charges that are being made concerns resident shared ownership.

There will be no bus shelters placed in Sherford until PCC have undertaken safety audits. Buses are stopping, but the shelters, raised platforms and edging of the roads will not be in place until the safety audits have been completed.

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



Regarding the unauthorised caravans at the top of Plympton Hill, Clerk to add to the Traffic Management agenda whether the layby can be blocked off  
It was confirmed that road names have been put up in Sherford Urban Quarter.

#### **Carroll Island**

##### **Report from District Councillors Julie Carson and Alison Nix**

Nothing to report

#### **SHDC General Information**

##### **Report from District Councillors Julie Carson and Alison Nix**

Devon County Council Elections will take place on the 1<sup>st</sup> May

#### **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.

District Cllrs Carson and Nix met with Cllr Evans, Leader Plymouth City Council to discuss his Plymouth CC plans for our community, including accepting Neighbourhood Plans .

#### **Plymouth and South Devon Community Forest Plan consultation – now live**

Public consultation on the Plymouth and South Devon Community Forest Plan has begun and will run until Monday 19 May. The consultation draft of the Forest Plan can be viewed here: [PSDCF Consultation](#). Feed back can be given directly to the District Councillors for collation

Parishioner outlined the main changes re planning application agenda item 5 - DCC/4432/2025  
It was confirmed that the additional HGV's will access the site from Sherford not Red Lion Hill. It was stated that HGVs were still using Red Lion Hill from A379. Clerk to add this the Traffic Management Group meeting to discuss the missing weight limit signage.

Parishioner spoke to support the planning application 3848/24/OPA presented earlier in the meeting.

The Chairman reported that the signage and installation of bollards in Monkey Lane will be completed between 6-9<sup>th</sup> May. Keys to access the lane will be given to adjacent landowners. Question was raised regarding emergency vehicle access to this lane. Clerk to contact DCC and establish what would happen in an emergency. Cllr Hitchins has contacted Alex Whish regarding the path that needs to be installed inside the field from Monkey Lane to join with the PROW.

Resident raised the subject of speeding traffic along Red Lion Hill and Stamps Hill. Cllr Hitchins stated that DCC Officers recently met with BPC representatives on site to discuss possible solutions. Various options were discussed, with one being formalised from DCC to create a 20mph zone along Red Lion Hill and Stamps Hill and all the roads leading from these, with a couple of buildouts on Stamps Hill.

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

There will be a public consultation in May - Tuesday 20th May 2025 between 7 pm and 9 pm and Saturday 24th May 2025 between 10am and 12 pm in the Community Room at St. Marys School

## Open Forum Closed

### 1. Welcome and Apologies for Absence

Apologies were received from Cllrs Hawken and MacLennan and accepted by all councillors.  
Apologies were also received from County Councillor Hart

### 2. Declarations of Interest

Cllr Hitchins declared an interest in agenda point 4.1

### 3. Confirmation of minutes of meeting of Brixton Parish Council Wednesday 26th March 2025

Cllr Clegg proposed to accept the minutes of the meeting on 26<sup>th</sup> March 2025 as an accurate record of the meeting, seconded by Cllr Martin. Cllr Gillard abstained. All others in attendance were unanimous. Cllr Hitchins signed the minutes of the relevant meeting.

## 4. Financial Matters

### 4.1 To receive and approve the finance statement for April 2025

| Receipts:   | Amount                  |                       |
|---|-------------------------|-----------------------|
| South Hams Community Action (2024/2025 financial yr)  | <u>£200.00</u>          | General               |
|   | <u><b>£200.00</b></u>   |                       |
| <b>Payments:</b>                                      |                         |                       |
| DALC - Cyber Awareness Training - 3 modules x 10      | £504.00                 | General               |
| E Hitchins - Mileage                                  | £40.50                  | General               |
| SHDC - Payroll services 2024 / 2025 - collected by DD | £120.00                 | General               |
| The Foxhound - Warm Hub Jan, Feb and March            | £78.00                  | Cost of Living Crisis |
| Rev T Filtress - Community Support HelpBox            | £101.17                 | Cost of Living Crisis |
| Vision ICT - Email hosted accounts x 10               | £240.00                 | General               |
| K Aldridge wages                                      | £1,225.65               | General               |
| K Aldridge expenses                                   | £38.79                  | General               |
| K Aldridge office allowance                           | £35.00                  | General               |
| K Aldridge - reimburse April zoom                     | £15.59                  | General               |
| BPC pension contribution (April)                      | £377.08                 | General               |
| P Harvey - Grounds Maintenance April                  | <u>£870.00</u>          | General               |
|   | <u><b>£3,645.78</b></u> |                       |

### 17th April 2025

Current Account: £6,603.24

Deposit Account: £20,365.20

**TOTAL:** **£26,968.44**

### Statement balance at 19th March 2025

Skipton Building Society **£85,498.50**

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    |                                |

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Signed E. Hitchins

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 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                            | <u>£274.84</u>                   |
| Total of Fund allocated                          | <b><u>£33,040.81</u></b>         |

#### 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 Wills proposed that BPC approve the finance report for April, seconded by Cllr Nix. Cllr Hitchins abstained. All others in attendance were unanimous.

#### 4.2 To discuss and approve the membership - Devon Association of Local Councils (DALC) 2025 / 26

BPC has received the membership renewal at a cost of £914.00 exc VAT (£1039.14 inc VAT) – this includes the affiliation to NALC. Cllr Nix proposed that BPC renew the membership to DALC at a cost of £1039.14 inc VAT for 2025 2026. Seconded Cllr Martin. All others in attendance were unanimous.

#### 4.3 Update on VAT claim October 2024 – March 2025

Clerk confirmed that a VAT claim of £399.06 had been submitted.

#### 4.4 Update regarding internal audit

Clerk confirmed that the majority of information has been submitted to the internal auditor, year end figures will be submitted by the end of the week.

#### 5. Planning applications received from SHDC and DCC during March / April 2025

##### 0902/25/HHO 10 Clover Park, Brixton PL8 2FQ

Householder application for single storey rear and side extension

A site visit was made by Cllr Wills and Clegg. Cllr Clegg recommended BPC submit a recommendation 'support' seconded Cllr Wills. All others in attendance were unanimous.

##### DCC/4432/2025 Venn Farm, A379 Chittleburn Hill to Red Lion Hill, Brixton, Devon, PL8 2AX

Variation of Conditions 7, 9, 10 and 11 of planning permission DCC/4240/2021 (Retrospective application to vary the site boundary to include noise/visual screening bunds; an additional section of track; to enable HGVs to access the site; and to install 250m of new hedge bank for landscaping and biodiversity benefits) to increase the maximum number of deliveries and the tonnage of green waste that can be processed at the site

Cllr Martin fully explained the variation of the conditions.

Cllr Martin proposed that BPC submit a recommendation of support for this application, seconded Cllr Gillard. All others in attendance were unanimous. Cllr Clegg abstained due to his role as BPC representative on the Composters.

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Signed E. H.  
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**1085/25/HHO**

Householder application for cladding existing elevations

**Grovelands, Tapps Lane, Brixton. PL8 2BZ**

A site visit will be made on Saturday 3<sup>rd</sup> May

**3848/24/OPA Land At Sx 544 523, Chittleburn Hill, Brixton**

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

Cllr Hitchins thanked Mr. Clark for his presentation and clarified that the houses opposite and adjacent that were referred to in his presentation, were built prior to the implementation of the Brixton Parish Neighbourhood Plan 2014-2034 (BPNP). The BPNP was adopted in January 2020. She confirmed that the BPNP does specify the requirement for a footpath in this area.

Cllr Martin quoted various policies in the NPPF, which would give added protection to a Neighbourhood Plan that is less than 5 years old.

BPC confirmed that in terms of building houses this land was outside the settlement boundary defined in the BPNP.

It was clarified that BPC is a consultee in the planning process.

Cllr Hitchins stated that the planning policies of the BPNP apply to this application as they did to the planning application for this site which was discussed by BPC in January 2025

Cllr Hitchins proposed that BPC make a recommendation of 'see comments', these comments would follow a similar format as the response in January 2025. BPC would note the changes that have been made in this revised application, but the same planning policies adopted in BPNP apply. Seconded Cllr Martin. All others in attendance were unanimous.

**6. Planning decisions made by SHDC / DCC during March / April 2025 (to note)****0706/25/ARC – Discharge of condition approved**

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 Hitchins added the following planning application that SHDC will be discussing at the Development Management Committee in May**

**3091/24/ARM**

Proposal READVERTISEMENT (amended description) Application to approve all Reserved Matters for engineering enabling works to provide a serviced development platform pursuant to outline approval 4175/21/VAR on Parcel 1 of the Commercial Area at Sherford New Community

**Sherford Housing Development Site Brixton**

BPC submitted a recommendation 'see comments' in 2024. Cllr Hitchins proposed that there is no requirement for BPC to make any representation at DMC regarding this planning application, as all comments raised by BPC have been addressed, seconded Cllr Wills. All others in attendance were unanimous.

Date 21/5/2025

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



## **7. Local issues relating to Brixton Parish as a whole**

### **7.1 Local Government Reorganisation (LGR)**

#### **To include**

#### **- Update from relevant meetings**

A working group of councillors met to continue to investigate the LGR proposals and plan the way forward for the parish. The next meeting will be 8<sup>th</sup> May.

DALC confirmed that 'Parish councils are statutory bodies in that they were created by statute and remain as such in perpetuity. Legislation would be needed to abolish them as bodies. There is no indication of that happening and recent governments have been keen to see more parish councils created, not fewer.'

Cllrs Hitchins and Hawken met with the other 13 parishes and are waiting for a joint meeting with SHDC, PCC and DCC.

### **7.2 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'.

There will be a workshop on Dementia Friendly Communities the DALC AGM in October

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

Cllr Hitchins attended this event, it was well attended and focused on what communities were doing to help people living with dementia

#### **- Dementia Awareness Week 19<sup>th</sup> – 25<sup>th</sup> May 2025**

During this week there are several community events a Dementia Awareness Raising Session will be held on 22<sup>nd</sup> May between 2pm-4pm in Brixton Community Room

### **7.3 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 and she has produced an information sheet. Clerk to resend this to councillors and add to the May agenda to discuss.

### **7.4 Sustainable South Hams events**

- Changemaker Event – Using Planning for Climate and Nature 24th April
- Community Composting Masterclass 26-27th April

There has been no update from these events.

### **7.5 Update from 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 Clegg has completed this training and Clerk will add this to his training record.

Date 21/5/2025

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

## 8. Local Issues relating to Brixton

### 8.1 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 30<sup>th</sup> January. During the meeting it was stated that this work would not be completed in the short term.

Cllr Coker (PCC) confirmed that following the site meeting in January, he had instructed officers to review and, where possible, deliver short-term betterments to Dawes Lane as well as continuing to progress long-term options for this important walking and cycling link. He confirmed that improving Dawes Lane is a top priority for PCC. He continued that Dawes Lane is a complex scheme for a number of reasons, not least topography and ground conditions, land ownership and funding. However, PCC remained committed to improving this walking and cycling link and it remains a priority scheme on our active travel programme. Cllr Coker stated that he had approved the allocation of further scheme development funding, to Dawes Lane, within the 2025/26 walking and cycling programme. He has also asked Officers to continue to work with colleagues in both South Hams and Devon County Council on links to Sherford, and speed reductions on the A379 respectively, in order to ensure all options to improve the link – and alternative routes – are progressed. Clerk to thank Cllr Coker for the update.

#### - 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 has been placed in this located and planted.

#### - Update from application to YCE Community Benefit Fund

Clerk confirmed that BPC had applied to YCE for the sum of £ 666.90 to purchase native mixed species hedgerow trees and shrubs to strengthen the boundaries and act as a secure barrier along the top of a retaining wall and adjacent saltmarsh. YCE would like to meet on site to learn more about the project. Clerk to ask Alex Whish if he would be able to attend this meeting.

## 8.2 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 will be completed 6-9<sup>th</sup> May 2025

Clerk to ascertain from DCC what happens if emergency vehicles need access to the lane

Clerk to add the subject of drainage to the next Traffic Management meeting

Date 20/5/2025

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



- **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. This was raised at the last Sherford Liaison meeting, Alex Whish has confirmed he had liaised with Brookbanks regarding this.

- **Update regarding Red Lion Hill / Stamps Hill**

Cllr Hitchins, Community Road Warden and Clerk met with DCC Highways to discuss some possible options for this area

Cllr Hitchins, Clerk and Community Road Warden met on site with Nick Colton, DCC Local Highways Officer and Richard Jackson, DCC Principal Highways Development Management Officer to discuss the issue with speeding traffic in this area. There is funding available from s106, this was approx. £70k, but with indexation to be applied, this contribution will be £128,987.07. The trigger point is 1200 homes, and currently the occupation is 1100. Various options were discussed. An indicative scheme has been received from DCC proposing a 20mph zone along Red Lion Hill and Stamps Hill and all the roads leading from these, with a couple of buildouts on Stamps Hill. By installing build-outs cars will have to reduce speed. As this is an indicative scheme DCC would need to undertake vehicle tracking for the existing adjacent residential property driveways where the buildouts are being explored, to ensure they do not inappropriately affect access to the driveways. An independent Stage 1 Safety Audit would need to be undertaken.

There will be a public consultation on the indicative scheme in May - Tuesday 20th May 2025 between 7 pm and 9 pm and Saturday 24th May 2025 between 10am and 12 pm at St. Marys School to gain initial feedback. This will be advertised on websites, Facebook, and the noticeboards. Cllr Gillard proposed that BPC produce A5 flyers to be printed, and hand delivered to all the residents in the area around The Green, Red Lion Hill, Stamps Hill and the roads leading from these informing them of a public consultation, seconded Cllr Nix. All others in attendance were unanimous.

**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.

- **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). At the March meeting it was agreed that volunteers would be handed a paper copy of the module, volunteers would sign to acknowledge receipt of the training and agree to follow the contents.

**8.3 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 options 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 20<sup>th</sup> May 7- 9pm and Saturday 24<sup>th</sup> May between 10-12pm in the Community Room at Brixton. This will be advertised.

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

#### 8.4 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. SHDC has approved an additional £5755.42 for the next stage of the project and BPC have signed the appropriate s106 paperwork, a total of £9720.00 is available to complete this stage.

##### - 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. Cllr Gillard will obtain an update for the May meeting.

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

At the 8.4March meeting BPC approved a contractor to complete phase 1 with the provision of a Bird Hide (locally sourced and cut oak and sweet chestnut) with an informal path to the hide from existing gate (27m long - 800mm width – natural timbered edge and mulched). The contractor is now working on this.

#### 8.5 Composters update (Cllr Clegg)

There is no update - the green waste is filling up slowly

#### 8.6 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 be advertising to establish if there is a resident or residents wishing to take this forward.

#### 8.7 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. 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

Cost of Living Crisis £274.84

Another receipt has been received today which will be included on the May finance report, this will reduce this balance to £189.41.

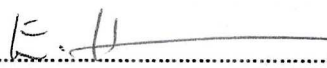
Cllr Gillard proposed that BPC pay the extra receipt of £85.43 now, and Clerk add this to the May finance report. Seconded Cllr Nix. All others in attendance were unanimous.

Concern was expressed that at present there is no grant funding in place, and £189.41 is the only funding currently available. BPC has agreed £200 from their 2025 / 2026 budget, currently there won't be enough funding to sustain this level of support going forward.

##### - 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.

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



### 8.8 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. Additional work required on FP21 and FP 6 has been reported to DCC PROW Officer. Cllr Nix proposed that Clerk obtain a quote from contractor for the works required on the steps on FP30, seconded Cllr Gillard. All others in attendance were unanimous.

### 8.9 Silverbridge Way

#### - Update on the extension

Following Cllr Hitchins meeting with a representative from Yealmpton PC, it was agreed that this needed to be put back on the agenda for both BPC and 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. Cllr Clegg is waiting to obtain agreement from landowner. Cllrs Clegg and Martin will then install the bench. There is no further update.

### 8.10 Defibrillators

#### To include

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

Clerk has obtained quotations from two contractors, 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. There is no further update, and Cllrs are waiting for contractor to be available to meet on site.

Cllr Clegg stated that one pad in each of the defibrillators (The Green and Fordbrooke) has expired. Cllr Clegg will contact SW Ambulance Service to ensure that these are replaced.

### 8.11 Street Furniture

#### - Update on the condition of the seat at the end of Steer Point Road

Contractor was approved at the last meeting and this work is awaiting completion. The slates are now broken and this area has been cornered off

#### - Update on the replacement of noticeboards

The two new noticeboards have been installed along A379. The previous BPC noticeboard commemorated a parish councillor. Cllr Wills proposed that Clerk source a commemorative brass plaque to be installed inside the new noticeboard up to a cost of £15, seconded Cllr Gillard. All others in attendance were unanimous.

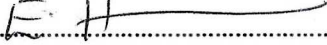
#### - Discussion regarding bollards and bench on A379

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

### 8.12 Brixton History Project – Brixton 2000

Cllr Hitchins is looking to reconvene this group to look at recording the history of Brixton. There is no further update.

Date ..... 21/5/2025

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

### 8.13 s106 funding – email from SHDC regarding available funding

SHDC officer has informed BPC that the OSSR s106 funds in Brixton, and in relation to play funds available are:

- Venn Farm Phase 2a - £34,104.04 with no time limit for expenditure
- Royal British Legion Club - £7,849.44 to be used by January 2026

There are some potential small repairs/improvements to the Livewest play area at (repairs/replacements to wooden steps, benches, and balance poles; potential new scramble net).

SHDC is asking if BPC would support, in principle, the use of s106 funds towards these repairs.

Repairs to the shelter roof at Brixtsix, which should be able to be done under general repairs are also required. SHDC reported that the swing set will require replacement in the next 5 years.

Cllr Martin proposed that BPC would support, in principle, s106 funding being used towards the improvements to the two play spaces in Brixton. BPC would look for LiveWest to match the s106 funds for the play area that is owned by LiveWest. Seconded Cllr Wills. All others in attendance were unanimous.

## 9. Local issues relating to Sherford

Cllr MacLennan submitted the following updates to the Clerk prior to the meeting.

### 9.1 Climate Change / Bio-diversity update

Volunteers from the Friends of Sherford Country Park showcased 'coppicing' skills to members of the public who attended Sherford Day on 5th April. The turnout for the event was disappointing however the 'share a lunch' was well attended.

South West Composting's donation of 50 plant pots and compost for the 'sunflower' competition was well received by the children; their sunflower growing efforts will be judged at the Sherford Open Garden event on 8th June.

The second Environment and Heritage meeting took place on 23rd April. The issue of a lack of signage and the installation of an interpretation board was raised again, this was also raised at the recent Sherford Liaison meeting. The lead of the Friends of Sherford Country Park reported that plant species had been seen in the wet meadow that she had not seen for decades. The bank area is the most ecologically diverse space.

### 9.2 Street Naming Project

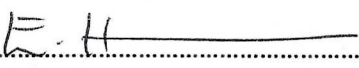
#### - Update on Local and Historical names for Sherford's Green Infrastructure (GI)

The updated flow chart for the Future GI Naming process (produced by Mark Harris, Principal Urban Designer, SHDC), was discussed at the Community Panel meeting on 6th April. The amended version was endorsed by the Panel. The Panel agreed that early consultation with residents was key in avoiding potential conflicts in the naming process. The Panel confirmed that it was not aware of any potential naming conflicts in relation to the next phase of GI naming i.e. 2D and then 3A and 3B. The Panel concurred that the outstanding areas from the first phase of GI naming should be rolled over to the next consultation, for final agreement.

On 24th April, Mark Harris updated on the progress of GI naming for 2D, 3A and 3B. It was agreed that the focus should be on developing the names for the green spaces in 2D, before moving on to 3A and 3B.

An updated map with suggested names for each of the green spaces will be produced by Mark by 10th May, which will be presented to the Community Panel on 18th June and to BPC on 25th June. It was agreed that the next consultation with residents to agree GI names for 2D and those outstanding from the 'Western Neighbourhood' should take place in September. This consultation meeting should be linked to a heritage/environment event with key speakers.

Date ..... 20/5/2025

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



- **Email from Vistry Cornwall South West regarding Bovis Phase 3AB Road Naming, Linden Phase 3B**

Cllr Nix proposed that BPC accept the suggested street names, and use Quartzite, Breccia, Marble, Coral, Magma and Marl on the internal areas (near the existing geology names) and Field, Meadow, Copse, Ridge and Swale on the areas near / looking at the country park. Seconded Cllr Hitchins. All others in attendance were unanimous.

### **9.3 Update on the provision of a new parish council noticeboard for Sherford**

Judy Talbot, Project Coordinator SCLT investigated suitable noticeboards and BPC agreed to the purchase of a shared noticeboard with SCLT at a cost of £1,775.56. SCLT approached the Consortium to see if they either pay for or contribute 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, SCLT and BPC, as 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)

It was confirmed that there would be no noticeboard sited in the new Urban Quarter.

It has now become apparent that BPC would have to share this space with other groups (a change from what was originally envisaged) and the Consortium has not agreed the expenditure for these boards or a timescale for installation. SCLT is looking to revert to the original plan to purchase its own noticeboard.

Cllr Nix stated that the original noticeboards are in the cupboard in the Sherford Community Hub, BPC will wait to decide any further action until it has examined these noticeboards.

### **9.4 Community Emergency Plan update (CEP)**

Cllr MacLennan updated the Community Panel about the requirements for Sherford to adopt a contingency plan. There are 7 volunteers with Grahame MacLennan who will draft an initial contingency plan and set up a workshop to further develop the plan.

### **9.5 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). The snapshot for March 2025 showed 77,231 vehicles travelling along this route, a decrease when compared to 78,124 in March 2024. Average volumes increased from 33,687 in the 1st quarter of 2021 to 73,315 for the 1st quarter of 2025; this is an increase of 120%.

To date there have been ten Community Speedwatch sessions undertaken with 3 offenders reported.

Positive messages have been posted by residents in support of the Speedwatch team on social media, recognising their critical role in maintaining road safety. D&C Police have provided a form of words to be posted on social media to deter, and counter any persistent, abusive offenders. The Police have also offered to speak directly to any individuals who are unhappy about Community Speedwatch, to clarify the reasons behind the programme.

Date 21/5/2025

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

- **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 litter pickers have also completed their 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**

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

Further information and a map have now been received with additional information, following discussion Cllr Nix proposed that BPC withdraws its objection to the stopping up order, seconded Cllr Gillard. All others in attendance were unanimous.

#### **9.6 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.

#### **9.7 Defibrillators**

##### **To include**

- **Update on an additional defibrillator**

Judy Talbot, Project Coordinator, SCLT has written to the Consortium about the installation of a defibrillator at the Country Park. Cllr MacLennan raised this at the recent Sherford Liaison meeting. Cllr MacLennan has contacted South West Ambulance Services for advice on sourcing a defibrillator and its location in the Country Park. There is no further update.

#### **9.8 Recent Publicity for Sherford**

- **Power to Change article**

SCLT and residents were recently promoted in an article by Power to Change. Power to change is essentially a national body that champions "community business" e.g. Community Land Trusts.

- **Devon's Life magazine**

Cllr MacLennan with two members of the community and Judy Talbot (SCLT) recently interviewed by 'Devon Life' about what it's like to live in Sherford. Awaiting a date for publication.

Rebecca Smith MP will be meeting with a resident about the lack of infrastructure about the lack of infrastructure in Sherford, as well as health and safety issues resulting from a lack of care shown by various builders.

Cllr MacLennan also raised the issue of a lack of lighting, and potential safety issues in relation to Canis Mews at the recent Sherford Liaison Meeting. The response stated that this is a 'private road' and the original plans do not provide for any lighting. Cllr MacLennan is concerned that there may be other roads within Sherford with a similar definition. Cllr MacLennan has raised these concerns with District Cllr Nix.

The next Sherford newsletter will be issued in May.

Date 21/5/2025

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



On 27th April, Sherford welcomed the new ministers Jon and Tammy. The event was a great success with representatives from various dioceses. Cllr MacLennan made a 'welcome' speech on behalf of BPC and presented a gift of a spade, a symbol that they were 'invited to help shape Sherford'.

The Farmers' Market is held every second Sunday of the month from May to October. The first market will be held on 11th May.

Sherford Youth Hang-out Taster Sessions for 13–17-year-olds 8th, 15th, 22nd and 29th May.

Open Gardens 8th June.

## **10. Local issues relating to Carrollsland**

There are no updates from Carrollsland

## **11. BPC Administration**

### **11.1 Update Standing Orders**

Clerk to add this to the May agenda to discuss.

### **11.2 General Policies to update: Civility & Respect Councillor / Officer Protocol, Complaints Policy, Community Engagement Policy & Strategy and Correspondence Policy**

Cllr Gillard proposed that BPC adopt the updated Civility & Respect Councillor / Officer Protocol, Complaints Policy, Community Engagement Policy & Strategy and Correspondence Policy, seconded Cllr Nix. All others in attendance were unanimous.

### **11.3 Councillor and Clerk training**

To include.

#### **- Update regarding Cyber awareness training**

Clerk confirmed that Clerk and all BPC councillors have been registered to undertake DALC cyber awareness training modules. All councillors confirmed they had received joining instructions and have 12 months to complete all the modules. Cllr Gillard confirmed that she had completed all 3 modules, Clerk and Cllr Clegg confirmed they had completed the first module. All certificates to be sent to the clerk once each module has been completed.

### **11.4 Discuss applying for NALC LCAS Gold Award**

Clerk confirmed that the current NALC LCAS Quality Gold Award, that BPC was awarded in 2021, will expire in November 2025. The award is now classified as the Gold Award. There is an application window in September with the deadline for submission 5<sup>th</sup> September. There are new criteria which Clerk and Cllr Hitchins will work on ensuring that everything is in place for the July meeting to agree submission.

## **12. Councillor Reports**

**Cllr Martin** clarified attendance at the planning site meeting Saturday 3<sup>rd</sup> May (Planning application 1085/25/HHO) - Cllrs Wills, Clegg and Martin will be in attendance with possibly Cllr Nix.

Date 24/5/2025

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

### **13. Other updates / issues / consultations for discussion**

#### **13.1 South Hams Community Action**

##### **- Results from survey – ‘Transport provision in the South Hams’**

BPC has received the results from the South Hams Community Action’s transport survey from residents of Brixton parish, assessing the needs of residents for community and public transport. The findings have been mapped against existing provision. Results to be discussed at a future meeting. Clerk confirmed that a sum of £200 has been returned to BPC due to the closure of South Hams Community Action

#### **13.2 Update from SHDC Parish Forum – 27th March 2025**

Cllrs Hitchins and MacLennan attended this event, when the LGR and roles of parish councils were discussed.

#### **13.3 DALC ‘Smaller Councils Meeting’ updating on Local Government Reorganisation – 8<sup>th</sup> April.**

Cllr Hitchins attended this event where the status of parish councils was also discussed.

#### **13.4 South Devon National Landscape**

##### **To include**

##### **- Update from South Devon National Landscape Partnership meeting – 22<sup>nd</sup> April 2025**

Cllr Hitchins attended the meeting. Peter Sandover will be leading on the consultation on the review of the management plan

##### **- Consultation/Survey - South Devon National Landscape Management Plan Review 2025-2030**

This is now ‘live’ and has been placed on the BPC websites and Facebook pages

##### **- Legislation changes with enhanced duties for all relevant authorities**

It was confirmed that this has been circulated to all BPC

#### **13.5 Email from YPC regarding shared services and equipment**

Clerk read out an email from Yealmpton PC asking if BPC would be interested in meeting to discuss shared services and equipment. Cllr Nix proposed that BPC would be interested in attending an initial meeting to discuss this further, seconded Cllr Gillard. All others in attendance were unanimous.

#### **13.6 Email to St Mary’s Churchyard regarding availability of a list and location of graves**

Cllr Hitchins confirmed that she had written to the vicar and church warden of St. Marys Church drawing attention to the inaccessibility to the list of the graves in the churchyard asking if this information could be placed on the church website or even BPC / BrixtonDevon website. It was confirmed that there was a list in the church and in The Foxhound pub. It was also confirmed that St. Mary’s PCC made an application to the National Graveyard survey, which would provide an online friendly guide to all the graves, but they are still waiting a survey to be completed.

#### **13.7 South Hams Society AGM – Dividing up the South Hams – 24<sup>th</sup> April 2025**

There was no update from this meeting.

Date 21/5/2025

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



**14. Correspondence for information****14.1 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 3<sup>rd</sup> July 2025

**14.2 All weekly bulletins from DCC and SHDC are placed immediately on the websites and Facebook pages****14.3 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 9.50pm

**Next meeting: Wednesday 21<sup>st</sup> May 2025 in Brixton Community Room  
(this is a week earlier due to the May half term holiday)**

Kirstie Aldridge, Clerk, Brixton Parish Council

Date 21/5/2025

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