



**Minutes of Brixton Parish Council May meeting held on
Wednesday 21st May 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 Prem MacLennan and Cllr Stuart Nix

In attendance: County Cllr Tony Carson, District Cllrs Julie Carson & Alison Nix and Kirstie Aldridge (Clerk)

Members of the public in attendance: 0

15. Election of Chair

Cllr Hitchins vacated the Chair and District Cllr Nix took the chair & asked for nominations.

Cllr T Carson proposed Cllr Hitchins as Chair of Brixton Parish Council

Cllr MacLennan seconded this proposal. All others in attendance were unanimous.

Cllr Hitchins was duly elected and resumed the Chair and signed the appropriate declaration.

16. Election of Vice Chair

Cllr Clegg proposed Cllr Wills as Vice Chair of Brixton Parish Council

Cllr Carson seconded this proposal. All others in attendance were unanimous.

Cllr Wills was duly elected to the position of Vice Chair and signed the appropriate declaration.

Open Forum

Cllr Hitchins welcomed Cllr Tony Carson to his new role as DCC County Councillor

Report from County Councillor Tony Carson

County Councillor Carson stated that the DCC AGM will be held Thursday 22nd May 2025. He thanked the parish of Brixton for their support in the recent elections DCC Councillors are as follows: 27 Liberal Democrats, 18 Reform, 7 Conservatives 6 Green and 2 Independents.

County Cllr Carson will be on Development Management, Farms, School Transport Appeal Committee, and Devon Minerals (Hemerdon mining activity). He plans to meet Nick Colton DCC Local Highways Officer to discuss issues regarding road safety, etc

Sherford

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

There is no update since the last BPC meeting. The next meeting of Sherford Community Land Trust is Friday 23rd May

Sherford

Report from District Councillors Julie Carson and Alison Nix

Work continues in collaboration with Alex Whish in the Country Park with new planting

Date 25/6/25

Signed

Michael Wills
Mr M Wills – Vice Chair Brixton Parish Council

Dealing with complaints regarding the new bus route not stopping in the Urban Quarter, still no bus shelters, pathways and road signs and complaints regarding speeding on Hercules Road and pavement parking.

National Grid,

District Cllrs Carson and Nix, along with Rebecca Smith MP are still waiting for a draft letter from Andy Tinnelly, Group Development Director, Brookbanks. The Consortium has requested help from DCC and SHDC as the pace of negotiations is frustrating development. National Grid would prefer overhead lines in Sherford (not what was originally designed)

Local Centre

Terms have been agreed with an operator to run the main retail store and with a commercial developer to run the non-store retail units. A planning application should come forward in June

GP Surgery

NHS England and the Consortium are in the process of drafting Heads of Terms for lease of building space. NHS and the Consortium are also discussing options for the future permanent medical facilities

Red Lion Hill

The Consortium has been invoiced by DCC for the offsite highway S106 contribution to improve safety conditions around Red Lion Hill. Current thinking is footway/carriageway improvements and speed restrictions on Red Lion Hill and Stamps Hill.

Sherford Road

An updated timetable is being drafted.

PCC based S106 off site cycle provision

Dawes Lane S106 awaiting transfer to PCC challenges include steep gradients and drainage (55K). Discussed links to Saltram and the crematorium from Sherford across land north of the quarry as per S106.

Monkey Lane

Request from BPC for early delivery of linking the footpath between Monkey Lane to existing PROW through the Country Park to avoid having to walk along Brixton Road.

Wiverton Stopping up order

DCC has objected to the Stopping Up Order. Brookbanks have contacted residents showing a different road alignment to one discussed with us and this is causing confusion.

Equinox Road Bus Stop

New bus stops planned for East and West bound busses at Equinox / Hercules Road junction. Proposals include linking footpaths to bus stops, a shelter on the South side of Hercules Road, extended kerbs and footways and tarmac surfacing, a connecting ramp to existing footpath on the North side to meet required access standards. DCC/PCC requested a road safety audit which was on 23rd April 2025. The Consortium is waiting for that report to finalise design and obtain approvals.

Date 25/6/25

Signed Michael Wills

Mr M Wills – Vice Chair Brixton Parish Council

Car Club (Car Pool)

S106 makes £60k available for the establishment of a car club. Operating models being considered are

- Partnering with a national commercial operator such as Co-wheels, currently operating in Plymouth
- Or a Sherford CLT focused community lead operation in partnership with a commercial operator. This would be SCLT preferred option.

Brixton

Report from District Councillors Julie Carson and Alison Nix

Discussions with Consortium regarding lorries driving up Red Lion Hill / Stamps Hill. Photographs of some offending lorries have been sent to companies. This has been reported to the Consortium who have asked lorries not to go this way.

Speeding on Red Lion Hill and along the lanes past the composting site with cars and vans short cutting past Hilltop Cottages at speed.

A few complaints from residents in Daisy Park who are unhappy with cars parking on the pavement. Parents with buggies are having to walk in the road along with small children etc. This is difficult to resolve as the road is currently unadopted.

Liaising with the waste services team re the continued non-collection of green waste and recycling from certain properties in the village.

Public consultation regarding parking on the Green and traffic calming on Red Lion Hill / Stamps Hill 20th May 2025 7-9pm and 24th May 2025 10am-12pm in Brixton Community room.

Carrollsland

Report from District Councillors Julie Carson and Alison Nix

Information regarding the new gym at Plymstock Oaks rugby ground has sent to residents with a discount on membership.

SHDC General Information

Report from District Councillors Julie Carson and Alison Nix

Devon County Elections

The recent DCC results in a new administration with 45 out of the 61 Councillors being completely new to the role. A key issue for the area is Local Government Reorganisation to take forward preferred proposals for a new unitary authority, which will see the end of DCC and SHDC. Tony Carson was elected to represent the Bickleigh and Wembury ward which takes in Brixton and Sherford. District Cllrs J. Carson and A. Nix will remain District Councillors for Brixton for a further 2 years and will work closely with County Cllr Tony Carson and Rebecca Smith MP to benefit the District and residents. Julian Brazil will become the new leader of DCC with Dan Thomas (Yealmpton Cllr) becoming the new Leader of SHDC.

LGR

The initial feedback and recommendations on the White Paper have been received by all relevant councils. We will work closely with DCC, County Cllr Tony Carson and Rebecca Smith MP to try and get the best outcome for residents and will update Parish Councils with any new information gained.

Date

25/6/25

Signed

Michael Wills

Mr M Wills – Vice Chair Brixton Parish Council

Councillor grant money.

Organisations who benefited are Feoffee Trust, River Yealm, Dementia Friendly Parishes around The Yealm, Cofflette Creek and Sherford Community Park

The amount re sets each year so District Cllrs Carson and Nix have £2k each for community-based projects and £2k each for environmental projects.

Please get in touch if you have a project that needs support.

BPC Annual Report – Chair of BPC, Cllr Liz Hitchins

Cllr Hitchins read her report on the work of the council over the last year and thanked councillors and the clerk for their hard work and support to ensure that the work of the council had benefitted the community. The report can be read on the Parish Council website and the full version will appear in the October edition of the 'Brixton Magazine.

District Cllr J. Carson spoke on behalf of District Cllrs Carson and Nix to thank BPC and Cllr Hitchins

"District Cllrs Carson and Nix would like to thank all the members of the parish council for their commitment to the residents throughout this last year, you give so much of your free time and effort to making our part of the South Hams a wonderful place to live. Thank you very much. We would also like to offer a special thank you to Liz, our Chair, she has shown unwavering commitment, leadership and care for our community from guiding key projects to ensuring residents voices are heard loud and clear and still will be much needed with the Local Government Reorganisation on the horizon. So, on behalf of the community, we truly thank you for your service, vision and attention."

Open Forum Closed

17. Welcome and Apologies for Absence

Apologies were received from Cllrs Gillard and Martin and accepted by all councillors.

18. Declarations of Interest

There were no declarations of interest

19. Confirmation of minutes of the annual meeting on Wednesday 30th April 2025

Clerk to add this to the June agenda to approve

20. Confirmation of minutes of the meeting of Brixton Parish Council on Wednesday 30th April 2025

Cllr Clegg proposed to accept the minutes of Brixton Parish Council meeting on 30th April 2025 as an accurate record of the meeting, seconded by Cllr Nix. Cllrs Hawken and MacLennan abstained. All others in attendance were unanimous. Cllr Hitchins signed the minutes of the relevant meeting.

21. Financial Matters

21.1 To receive and approve the finance statement for May 2025

Receipts

The Foxhound - Warm hub donations	£270.00	Cost of Living
Feoffee Trust - Grant for Cost-of-Living Crisis Group	£200.00	Cost of Living
	<u>£470.00</u>	

Date 25/6/25

Signed Michael Wills
Mr M Wills – Vice Chair Brixton Parish Council

Payments:

DALC - 2025/2026 subscription to DALC & NALC	£1039.14	General
Mrs A Kay - reimburse Community Support Helpbox	£85.43	Cost of Living
BCA - Room Hire 30th April	£25.00	General
K Aldridge - reimburse Public Consultation flyers	£29.00	General
K Aldridge - reimburse Sherford Room Hire	£20.00	General
K Aldridge wages	£1,225.45	General
K Aldridge expenses	£114.21	General
K Aldridge office allowance	£35.00	General
K Aldridge - reimburse May zoom	£15.59	General
BPC pension contribution (May)	£377.08	General
P Harvey - Grounds Maintenance May	£127.50	General
J Friend Garden Services (painting bollards)	£131.59	General
	<u>£3,224.99</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	
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>£659.41</u>	
Total of Fund allocated	<u>£33,425.38</u>	

Notes

1. River Yealm Water Quality Working Group funds are being collected by BPC (contributions will be received from 6 riparian parishes - BPC, YPC, N&N, WPC, Cornwood and Sparkwell) - BPC will hold these funds
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
Awaiting contributions from Yealmpton and Sparkwell for 2025

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

Date

22/6/2026

Signed


 Mr M Wills – Vice Chair Brixton Parish Council

**21.2 To document the approval of the independent quarterly financial statement.
(end of March 2025)**

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

21.3 To receive and approve Financial Accounts for year ending 31st March 2025

Cllr Wills proposed that BPC approve Financial Accounts for year ending 31st March 2025, seconded by Cllr Clegg. All others in attendance were unanimous. Cllr Hitchins duly signed the final accounts.

21.4 To receive and agree Section 1 – Annual Governance Statement 2024 / 2025

The Annual Governance Statement 2024 / 2025 was completed with all councillors. It was proposed by Cllr Clegg that the Annual Governance Statement 2024 / 2025 should be approved. Seconded by Cllr Nix. All others in attendance were unanimous. This was duly signed by Cllr Hitchins (Chair) and Kirstie Aldridge (RFO).

21.5 To receive and agree Section 2 – Accounting Statements 2024 / 2025

The Clerk explained the Accounting Statement 2024 / 2025. It was proposed by Cllr Wills that the Accounting Statement 2024 / 2025 was approved; this was seconded by Cllr Hawken. All others in attendance were unanimous. This was duly signed by Cllr Hitchins (Chair) and Kirstie Aldridge (RFO).

21.6 To receive the Internal Audit report

BPC councillors received a copy of the Internal Audit Report via email. Cllr MacLennan proposed BPC accept the Internal Audit Report, seconded by Cllr Hawken. All others in attendance were unanimous. The comments of the Internal Auditor were noted by BPC and Cllr MacLennan raised the point about internet banking as an emergency option. BPC discussed this and it was decided that this may be looked at in the future but at present they would stay with the processes in place.

21.7 Clerk to provide update on VAT claim.

Clerk confirmed that a VAT claim for £399.06 had been submitted for the period Oct 24–March 25

21.8 BPC Insurance Policy 2024 / 2025 – discuss and potentially approve.

Cllr Hawken proposed that BPC renew the insurance policy with Community First — Zurich Insurance PLC, on a 3-year LTA, at a cost of £675.82, seconded by Cllr Carson. All others in attendance were unanimous.

21.9 Data Protection Fee renewal – discuss and potentially approve.

Cllr Carson proposed that BPC renew the Data Protection Fee at a cost of £52.00 for the year, seconded Cllr Nix. All others in attendance were unanimous.

**22. Planning applications received from SHDC and DCC during April / May 2025
1085/25/HHO**

Householder application for cladding existing elevations.

Grovelands, Tapps Lane, Brixton. PL8 2BZ

Following a site visit Cllr Clegg proposed that BPC submit a recommendation of 'support', seconded Cllr Wills. All others in attendance were unanimous.

1330/25/FUL

Provision of a Sub Station including access road, landscaping & Biodiversity Net Gain Area
Land at SX 562 542, Basalt Street, Sherford Plymouth

BPC will be meeting with SHDC Urban Fringe Team to discuss this further on 2nd June

Date

22/6/25

Signed

Michael Wills

Mr M Wills – Vice Chair Brixton Parish Council

23. Planning decisions made by SHDC / DCC during April / May 2025 (to note)

None

24. Local issues relating to Brixton Parish as a whole**24.1 Local Government Reorganisation (LGR)****To include****- Update from relevant meetings**

A working group of councillors initially met to continue to investigate the LGR proposals and plan the way forward for the parish.

The DALC position statement (dated May 2025) was circulated to BPC prior to the meeting 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. Cllr Hitchins has since written to District Cllr Thomas (new Leader of SHDC) regarding the situation. There will be a meeting on Monday 16th June at Yealmpton at 7.30pm of the 13 parishes. Clerk will attend, with Cllr Nix and possibly Cllr Hawken. Cllr Carson will be attending in his DCC County Cllr role.

Following the submission of their plan PCC has written to all 13 parish clerks inviting them to a second meeting to discuss Government feedback.

Discussion ensued regarding BPC position with the various plans. It was agreed that it is too soon to take a stance as no feedback had been received from the Government that has been cascaded to local level.

BPC will be keeping an open mind at this stage, but there is a preference with the 1-4-5 arrangement rather than Plymouth. What is most important is that Brixton does not lose its rural identity, community identity, the history of Brixton and doesn't get absorbed into Plymouth.

It was agreed that BPC will not take any further action following an email from PCC until Government feedback has been received.

24.2 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

- Dementia Awareness Week 19th – 25th May 2025

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

24.3 Community Safety – Fraud and Scams

At the February meeting it was agreed to raise awareness about the risk of people being scammed. 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. The clerk was directed to the 'Action Fraud' website and she has produced an information sheet. Clerk to add this to June meeting.

Date

22/6/2024

Signed

Michael Wills

Mr M Wills – Vice Chair Brixton Parish Council

24.4 Relevant updates from Traffic Management Working Group meeting-Monday 19th May 2025

At the Traffic Management Working Group the following issues were raised to be discussed at BPC
The surface on the concrete apron at Mudbank is slippery, Nick Colton (DCC Local Highways Officer) will be meeting a contractor on site to look at the situation to establish is whether this is a sewage leak or spring water. Cllr Hawken proposed that Clerk ask Yealm Dippers to test in this area to clarify if this is a spring water leak or is it sewage leak, seconded Cllr Clegg. All others in attendance were unanimous. The clerk will contact the leads for the Yealm Dippers. Clerk will email District Cllrs to establish if SHDC still have Environmental Officer who investigate these issues.

Brixton Community Speed Watch are looking for volunteers.

The 7.5 tonne limit sign is not displayed on Equinox Road Nick Colton has raised this with the appropriate department, Cllr Hawken proposed that Cllr Hitchins raise this at the next Sherford Liaison meeting, seconded Cllr Nix. All others in attendance were unanimous.

25. Local issues relating to Sherford

25.1 Climate Change / Bio-diversity update

Friends of Sherford Country Park are organising the Sherford Open Gardens event on 5th June where home grown plants will be sold and the Sunflower growing competition will be judged. 7 gardens will be open in Sherford and programmes for the event will be sold at the Farmer's Market which is from 10.30 to 2pm.

Friends of Sherford Country Park have arranged a visit to Bodmin Eco Airfield on 17th June to see 200 species of grass and fauna

The next Environment and Heritage meeting is on 29th May, this meeting will focus on short-, medium- and long-term projects.

25.2 Street Naming Project Update on Local and Historical names for Sherford's Green Infrastructure (GI)

Following a meeting on 24th April, Mark Hughes had produced an updated map with suggested names for phase 2D which will be presented to the Sherford Community Panel on 18th June, for an initial discussion and agreement, before presenting it to BPC either on 25th June or 16th July. A full public consultation will take place in September (date to be agreed).

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

Cllr Hitchins proposed that BPC dispose of the old noticeboards and BPC trial sharing the noticeboards that will be provided by the Consortium, seconded Cllr Nix. All others in attendance were unanimous.

25.4 Community Emergency Plan update (CEP)

Grahame MacLennan (CEP Lead) has written to 8 volunteers to agree a date next week for the first contingency planning meeting.

25.5 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). Ten Community Speedwatch sessions have been undertaken with 3 offenders. There are issues regarding pavement parking and driving on the pavement.

The average weekly traffic volumes for the first four months of 2021 to 2025 shows that the volumes of traffic are leveling off - the % increase 2023/24 was 10%, whereas 2024/25 is 2%.

Date 22/6/25

Signed Michael Wills

Mr M Wills – Vice Chair Brixton Parish Council

- **Update regarding training course for volunteers - Highway Safety Awareness 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.

25.6 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.

25.7 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 as she is still awaiting an update.

25.8 Recent Publicity for Sherford

22nd and 29th May - Sherford Youth Hang-out session

8th June - Farmer's Market / Open gardens

Cllr Hitchins used her chairman's prerogative to add the following agenda item:

- **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. Further information and a map were received and at the April meeting BPC decided to withdraw its objection. There appears to be some confusion regarding this order and BPC would like clarification of the current position. Clerk to contact Tom French, Urban Fringe Team for clarification.

26. Local Issues relating to Brixton

26.1 Climate Change / Bio-diversity update

To include:

- **Active Travel – Brixton to Plymouth (to include Dawes Lane)**

Following the feedback from PCC Cllr Hitchins proposed that the 'speed reductions on the A379' is followed up, BPC would be looking for a reduction from 40mph to 30mph on the Elburton 'bends' (from Rodgers Garage to Elburton), seconded Cllr MacLennan. All others in attendance were unanimous. Cllr Hitchins will write to Cllr Coker PCC

- **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.

Date

22/6/2024

Signed

Michael Wills

Mr M Wills – Vice Chair Brixton Parish Council

- **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 location and planted. Clerk to take this off the agenda due to the group being one person at present. This will be revisited in the autumn.

- **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. Cllr Hitchins and Alex Whish will be meeting YCE Committee members on site to learn more about the project on Friday 23rd May

26.2 Highways

To include Highways Projects

- **Update regarding Monkey Lane**

The signs prohibiting vehicles except for access are now in situ at both ends of Monkey Lane . DCC is consulting with the emergency services regarding the installation of bollards. The outcome of this consultation will be received within 6-8 weeks.

- **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. There is no further update.

- **Update regarding traffic calming on Red Lion Hill / Stamps Hill**

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 £128,987.07 funding available from s106 Sherford. 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.

A public consultation on the indicative scheme is currently being undertaken, with the first one last night (Tuesday 20th May 2025 between 7 pm and 9 pm), this was a good session with over 50 people in attendance, discussing the proposed plans and issues.

The second consultation will be held on Saturday 24th May 2025 between 10am and 12 pm.

The purpose of these consultations is to gain initial feedback on the indicative scheme.

Following the consultations Clerk will collate the feedback into one document prior to a working group meeting to discuss the feedback. Feedback will also be sought from PCC St Mary's

To include Highways / Traffic updates

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

DCC will be holding their AGM Thursday 22nd May when positions will be clarified, once BPC are informed of the new Portfolio Holder for Transport Cllr Hitchins will send the email requesting reduction in speed limits in around Brixton This will be completed in conjunction with the email to PCC regarding the speed limit reduction between Rodgers Garage and Elburton (agreed during agenda point 26.2)

Date 22/6/25

Signed Michael Wills

Mr M Wills – Vice 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. Cllrs Nix, Gillard and Martin are still to complete this training.

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

26.3 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 an indicative plan for The Green, which has been circulated to BPC. A public consultation is currently being conducted with the first session last night (Tuesday 20th May) and the second will be taking place Saturday 24th May between 10-12pm in the Community Room at Brixton.

Following the consultation Clerk will collate the feedback into one document prior to a working group meeting to discuss the feedback.

26.4 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. There is no update.

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

At the March 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.

26.5 Composters update (Cllr Clegg)

There is lots of green waste with the next meeting on 4th June

26.6 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.

Date

22/6/2024

Signed

Michael Wills

Mr M Wills – Vice Chair Brixton Parish Council

26.7 Cost of Living Crisis update.

The community box in the church porch providing free household cleaning and basic personal hygiene items, along with tinned food has been paused as the whole contents has been removed on a few occasions. This will be discussed at the next meeting of the group. The warm hub in 'The Foxhound' continues every Thursday afternoon between 3-5pm.

The warm hub is very well attended, perhaps the group would consider changing the name as it is a place for residents to meet and chat rather than a 'warm hub'. 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 £659.41

Cllr Wills proposed that BPC contribute £200 to the Cost-of-Living Crisis fund (previously agreed within the 2025 / 2026 budget) seconded Cllr Clegg. All others in attendance were unanimous.

26.8 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. Clerk is waiting for a quote from the contractor for the work required on the steps on FP30. Cllr Clegg proposed that BPC order another 250 of the 'footpath leaflet', seconded Cllr MacLennan. All others in attendance were unanimous.

26.9 Silverbridge Way

Cllr Clegg confirmed that the contractor will undertake the first scrap and cut either this week or next week

- Update on the extension

BPC have £6k set aside as BPC's contribution. Clerk confirmed with YPC Clerk that they also have monies that can be used for this project. Cllr Hitchins will be meeting a YPC representative on 22nd May to look to progress this.

- 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.

26.10 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, BPC is 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 continue to try to contact SW Ambulance Service First Responder to ensure that these are replaced.

Date

25/6/25

Signed

Michael Wills

Mr M Wills – Vice Chair Brixton Parish Council

26.11 Street Furniture

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

The contractor has been approved, and this work is awaiting completion, the contractor is awaiting delivery of wood. The slates are now broken, and this area has been cornered off

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

The contractor has been approved and the work on the benches are awaiting completion.
The bollards have now been painted.

26.12 Brixton History Project – Brixton 2000

Cllr Hitchins is looking at reconvening this group to look at recording the history of Brixton.
Cllr Hitchins has been in touch with Devon Rural Archive, they are undertaking a trial with charting the history of Ermington. Cllr Hitchins has registered Brixton's interest. Brixton will be next on the list.

27. Local issues relating to Carrollsland

There are no updates from Carrollsland

28. BPC Administration**28.1 Re-appoint representatives to outside bodies and re-appoint members to committees / responsibilities**

Item	Role	People (<u>lead underlined</u>)
Administration and Organisation	Parish Clerk's employment Councillors' duties Press liaison	<u>Cllr Hitchins</u> & Wills
Finance	Responsible Finance Officer Finance policy External Audit Internal audit Independent BPC quarterly check	Parish Clerk Clerk & <u>Cllr Wills</u> PKF Littlejohn Peter Vassallo Cllr Nix
Communications	BrixtonDevon website Parish Council Website LOVEBrixton Facebook page Brixton Village Facebook page Sherford Facebook page	Kirstie Aldridge Clerk Ian Calvert on behalf of BPC Greg Webb on behalf of BPC TBC on behalf of BPC
Planning	Planning Committee Chair Planning Committee Vice Chair Committee Members	<u>Cllr Martin</u> <u>Cllr Wills</u> (Cllr Clegg) All Cllrs

Date

22/6/2026

Signed

Mr M Wills – Vice Chair Brixton Parish Council

Environment	Repairs and maintenance Grass cutting verges Silverbridge Way The Green Tree Warden	Clerk & Cllrs Clerk & Cllrs Cllr Clegg Cllr Wills & Edd Arran on behalf of BPC Cllr Hawken
	Bee Wild Group	Cllr Hitchins with Alex Whish
	Climate Change Emergency Planning Working Group	Cllrs Hitchins, Nix, Carson, MacLennan and Clerk
	River Yealm Water Quality Working Group	Cllrs Hitchins, Carson and Clerk
	Sustainable South Hams	Cllr Hitchins
Public Rights of Way /P3	P3 Co-ordination	Cllr Hawken
Traffic	Community Road Warden Community Speed Watch – Brixton Community Speed Watch - Sherford Traffic Management Working Group	Roger Smith Roger Smith, Jim Eccles Cllr MacLennan Cllrs Hitchins, Wills, Carson, MacLennan and Clerk
Parish Plans		
Brixton Neighbourhood Plan	Implementation	Cllr Hitchins
Community Emergency Plan	Co-ordinator	TBC
Sport & Recreation Plan	Implementation	Cllr Hitchins
Brixstix Play Space	Inspection/monitoring	Cllr Gillard
Land at Cofflette	Cofflete Amenity Space Project	Cllrs Hawken, Gillard and Carson with Alex Whish
Monkey Lane	Implementation	Cllr Hitchins in conjunction with DCC
Other BPC representatives	Brixton Community Association	Cllr Hitchins
	Brixton Composters	Cllr Clegg
	Brixton Feoffee Trust	Cllr Hitchins
	Carrollsland Community Liaison	Cllr Nix
	Dementia Friendly Parishes around The Yealm	Cllr Hitchins
	Ivybridge & District Association of Local Councils (IDALC)	Cllrs Wills & Hitchins

Date 22.6/25

Signed Michael Wills
Mr M Wills – Vice Chair Brixton Parish Council

	Police Advocate Representative	Cllr Martin
	Sherford Community Liaison	Cllr Hitchins, MacLennan and Nix
	Sherford Community Panel Including the following: - The Communications Working Group - The Shops and Events Working Group - The Environment and Heritage Working Group	Cllr MacLennan
	Sherford Community Church	Cllr MacLennan
	Sherford Green Infrastructure Naming Programme	Cllr MacLennan
	Sherford Over 50s Group	Cllr MacLennan
	South Devon National Landscape Liaison Councillor	Cllr Hitchins
	Yealm Estuary to Moor Project	Cllr Carson
Other representatives on behalf of BPC	BPC Snow Warden	Roger Smith
	Hele Foundation	Roger Wakeham on behalf of BPC
	River Yealm Harbour Authority	Martyn Oates on behalf of BPC
	Sherford Community Plan	Grahame MacLennan on behalf of BPC Cllr MacLennan
	Westcountry Rivers Trust Citizen Science Investigation	Alex Whish on behalf of BPC
	Yealm Estuary to Moor Project	Alex Whish on behalf of BPC

Cllr Clegg proposed that BPC adopt the roles and responsibilities as listed above, seconded by Cllr Nix. All others in attendance were unanimous.

28.2 Update Standing Orders

Cllr Hawken proposed that BPC adopt the updated Standing Orders seconded Cllr MacLennan. All others in attendance were unanimous.

28.3 Policies to update: Terms of Reference Planning Sub-Committee, Policy & Procedures for Management of Planning Applications and Terms of Reference Traffic Management Working Group

Cllr Carson proposed that BPC adopt the updated Terms of Reference Planning Sub-Committee, Policy & Procedures for Management of Planning Applications and Terms of Reference Traffic Management Working Group, seconded Cllr MacLennan. All others in attendance were unanimous.

Date 22/6/16

Signed 

Mr M Wills – Vice Chair Brixton Parish Council

28.4 Councillor and Clerk training

To include.

- Update regarding Cyber awareness training

Clerk and all BPC councillors have been registered to undertake DALC cyber awareness training modules. All councillors have 12 months to complete all the modules. Cllr Gillard has completed all 3 modules, Clerk and Cllr Wills have completed 2 modules and Cllr Clegg the first module. All Cllrs to send certificates to the clerk once each module has been completed.

- Update regarding applying for NALC LCAS Gold Award

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 5th 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.

28.5 Discuss the production of an annual newsletter.

Cllr Nix proposed that BPC produce an annual newsletter, this will be placed on the website, Facebook pages and be available on the noticeboard for all parishioners, seconded Cllr Hawken. All others in attendance were unanimous.

29. Councillor Reports

Cllr Hitchins stated that there will be an organised walk from Brixton to Sherford in the summer. More details will be advertised nearer the time.

Cllr Nix stated that District Cllr Alison Nix is the new Chair of Wembury Parish Council

30. Other updates / issues / consultations for discussion

30.1 South Devon National Landscape

To include

- South Devon National Landscape Management Plan Review 2025-2030 – meeting 16th July

Cllr Hitchins will be attending this meeting

- South Devon National Landscape Management Plan Review Public Survey

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

31 Correspondence for information

31.1 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

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

31.3 South Hams District Council – News Releases

31.4 Thank you for the recent donation - Scouts

31.5 Feedback from a parishioner thanking BPC for their recent progress with Monkey Lane & Cofflette

Cllr Hitchins closed the meeting at 9.21pm

Next meeting: Wednesday 25th June in Brixton Community Room

Kirstie Aldridge, Clerk, Brixton Parish Council

Date

25/6/25

Signed

Mr M Wills – Vice Chair Brixton Parish Council