



**Draft Minutes of Brixton Parish Council January meeting held on
Wednesday 28th January 2026 at 7.00 pm in Sherford Community Hub**

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

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

Members of the public in attendance: 8

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

Open Forum

Report from Devon County Councillor Tony Carson

DCC Budget

Briefing on the proposed DCC budget on Tuesday 27th January

The Government has removed a significant amount of funding support. Council Tax was circa 56% of County's funding in 12 years ago. It expected to be 82% this year - local taxation is increasing for all residents. As Government funding goes down, Council Tax must go up to achieve the budget.

Adult and Children's Services now account for 80% of DCC's budget and will get higher with figures showing less births and an aging population. SEND is an area of great concern there is a high risk that the SEND budget will over run. Climate Change Environmental and Transport accounts for 11% of the budget for larger highways projects and for potholes to be filled and roads gritted.

Local Government Reorganisation (LGR)

An Initial response from the Government is expected in mid-February.

Local to Brixton Parish.

The wet weather is causing impacting on the surface of roads and drainage management. Potholes on Stamps Hill are being repaired as a matter of urgency.

The Deep Lane Scheme adding a cycle lane and some widening of the west slip road will start soon.

Cllr Hitchins thanked DCC Highways Officer, Nick Colton, and Brixton Community Road Warden / Snow Warden for all their hard work identifying, reporting, and ensuring that potholes have been filled.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

Sherford

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

Sherford Community Trust Board Meetings December 2025 and January 2026

- Organisation of the operation of the Trust is continuing, including planning for the admission of 2 community directors from Phase 1 of the development onto the SCLT.
- First AGM of the Trust planned for later this year.
- SCLT Fees will be levied from this year (£40) in line with the S106 agreement. First port is to collect the fee on behalf of the developers to transfer to the SCLT.
- Community panels working well - especially the environment and heritage group
- Discussions on aspirations of the SCLT for the park, car club operations, town hall and various S106 items are continuing
- Community Kitchen now finalised with oven and equipment installed. New Oasis community lunch has opened on a fortnightly basis.
- Library being fitted out.
- Allotments research ongoing (Sept to Dec Build out in conjunction with Sherford Road works)
- The SCLT has joined Chamber of Commerce to support Sherford SME's. Will expand Sherford business listing and look at plans for first business event in partnership with the Chamber of Commerce. Update meeting held with the Chamber to discuss future working together.
- Alternate director – Arrangements for alternate directors being progressed

Events / Future Events

- A successful Xmas event was held on Sunday 14th December with over 350 people attending.
- A hedge laying workshop held in the Country Park was well attended, and great lengths of living hedges were built.
- Heritage event has been postponed due to a speaker unable to attend. Will be rearranged.

Brookbanks Update

- The number of houses occupied for the end of year is estimated at 1,576.
- Argyle Community Trust: Matters relating to the sports pavilion, the remaining pitches, and amendments to the lease agreements remain ongoing.
- New Sport Pitches have been levelled, sanded, and seeded and area awaiting to be cut. Construction works for the stone footpath along Vinery Lane are scheduled to commence, subject to Consortium approval. Completion of the pitches is anticipated in Q1 2026
- 4 noticeboards have been installed. Locations: Community Hub/ Local centre, Leisure centre/ Western Pitches, phase 1.1 play area, community park entrance on pigeon lane.
- Business Park: Works are progressing and started 20th October 2025.
- Local centre: Site investigation works have commenced on the old compound areas adjacent to Sherford Vale Primary School Land. Main Works are due to commence in May 2026 subject to planning and legal agreements.
- Sherford Road Traffic Calming agreements have now been received from the Legal Team and have been signed. Road space booking has been booked. It is anticipated that works on the highway will commence the 1st April 2026.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

Grant Applications

- 1 Grant applications received and under discussion.
- Community Church Youth Club

Note - Residents of Sherford can apply for support between £50 and £1000. For successful application for a grant the idea or project should:

- Benefit residents generally with wide community support (i.e. not just one person benefits);
- Show how it meets one or more of the Trust's objectives, especially sustainability.
- 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

To include:

- **Feedback on improving communication for the residents of Sherford**
- **Update on issues raised by Sherford residents via info@sherford.uk email**

A liaison meeting had been held with the Consortium last week. Cllr Alison Nix is organising a walk around the new areas including business/Freeport areas for Brixton Parish Councillors.

Due to the recent weather, complaints have been received about the erosion of paths and surface water flooding in the Sherford Country Park. Alex Whish met with Sherford residents who are wheelchair users to better understand the issues to make for a safer passage around the accessible routes. Tree planting and pathway work has begun at the Country Park entrance by Monkey Lane.

The cold snap caused a lot of issues with the roads around Sherford. As the roads are not yet adopted the gritting and grit bins is the responsibility of the Sherford Consortium. As Consortium was on Christmas shut down the grit bins became empty very quickly and the side roads became slippery. The grit bins have been re filled and their location is on the Sherford Facebook page, Cllr Facebook pages for Cllrs Julie Carson and Alison Nix for Brixton, Wembury and Sherford and on the Brixton website and Sherford notice boards. The supply of extra grit bins to be raised with Sherford Consortium/BPC.

Residents need to report on 101 all incidents of anti-social behaviour to the Police to log and to direct resources to hot spots. Residents need to be aware that charging their electric cars across a public footpath is a health and safety issue as members of the public trip and injure themselves.

As Sherford grows out Hercules Road will be widened to accommodate parking bays, bus lanes, future side junctions etc as well as footways/cycleways, street trees etc .

A resident brought to the attention of BPC a recent incident where a vehicle did not stop at a red light as she was trying to cross the pedestrian crossing with her grandson. She reported that numerous vehicles have been seen trying to jump the light and driving too fast. The issues of a 20mph speed limit as it's a school zone or have an average speed check were raised. District Cllr Alison Nix stated that there is a currently Speedwatch in Sherford and that there is a VAS sign. She encouraged the residents to report each incident to the Police and explained that roads on Sherford had not yet been adopted by DCC. Issues of the timescale for adoption of the roads, location of the speed camera, speeding, and pavement parking were discussed.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

Cllr MacLennan explained the Speedwatch scheme which had reported several people for speeding over the last 6 months, as well as violation of MOT's etc. The statistics recorded, at the site by the school, show a considerable amount of traffic using the road daily - volume has increased substantially over the last 7 years. Average speeds are 23 / 24 mph.

Cllr Hitchins stated it would be beneficial to hold a meeting with a senior police officer to discuss the road safety issues along with District Cllrs, BPC representatives and the resident in attendance who had brought this to the attention of BPC.

Cllr Hitchins requested an update from District Cllrs Nix & Carson regarding communication with the Consortium and the issues raised by residents. District Cllr Alison Nix stated that there was regular meeting with the Sherford Consortium in between the liaison meeting and a further meeting with the MP. Cllr MacLennan stated that residents were getting a standard acknowledgment from the Consortium, with no update on issues raised. District Cllr Alison Nix stated that this was a new system to improve communication and was looking to arrange a date for the next communications meeting. A Senior Director from Sherford Consortium is part of this group.

Brixton

Report from District Councillors Julie Carson and Alison Nix

Reported potholes on A379 and on Stamps Hill. One on Stamps Hill has been repaired; however, one quite dangerous pothole remains. DCC is aware and County Cllr Tony Carson is working to get a speedy repair.

Cllr Alison Nix has had discussions with residents regarding parking causing blind spots in part of the village. This was discussed at BPC's Traffic Management Group meeting.

The recent fire at Southwest Composting was caused by a discarded vape. It may help mention on the BPC website and Facebook page to check all material before sending to the composting site.

Fly tipping including Calor gas cylinders by Gention Kennels was reported to SHDC. Serious offences will be prosecuted with offenders potentially facing unlimited fines and up to 5 years in prison. Residents are encouraged to report incidents to SHDC to help identify offenders. SHDC is using cameras to monitor known fly tipping locations.

Update: the pothole referred to in the above report has been filled today

Landowner in attendance commented on the fire at South West Composting site and stated that the fire brigade was brilliant with its quick response. The landowner apologised for any disruptions.

Thanks were expressed to BPC and DCC Highways Officer for the quick response to the new road signs installed at the end of Equinox Road – which stated 7.5 tonne limits but 'except for access' was omitted. This was quickly rectified. It was reported that today more signs near West Sherford Farm, without the 'except for access' have been erected. Clerk will liaise with DCC Highways Officer to ascertain why these signs have been erected and ask for them to be moved or ensure that 'except for access' is put on the signs.

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Signed

Mrs E Hitchins – Chair Brixton Parish Council

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

District Cllr Carson liaising with SHDC and a resident who needs housing for a family member.

SHDC General Information**Report from District Councillors Julie Carson and Alison Nix**

The LGR update for Parish Councils was held last week via teams and was well attended. The Government's preferred options are likely to be published in early February.

SHDC falls into the category where only 95% of its previous levels of funding have been guaranteed by the Government in 2027/28 and 2028/29 and most impacted by the fair funding review. This is a real term decrease and means the council will receive no additional funding for inflationary pressures or higher levels of service demand. Next year's SHDC budget will see a 41% reduction from the Government which will leave a budget gap for 2027/28 of £2.65m.

There will be less business rate income as more will be kept centrally by the Government. The new homes bonus scheme (0.96m) will cease and the funding formula for coastal protection and flood defence has been removed. Details of SHDC budget can be viewed on the website

www.southhams.gov.uk

SHDC is reviewing its position regarding Neighbourhood Plans, as the Government is increasing demand on the delivery of new homes and the expectation for Local and Neighbourhood Plans to deliver more sites for housing is increasing. An increase for SHDC of 960 houses per year for the term of this Government. SH officers will be offering an online briefing for parishes in the next few weeks.

District Cllr Alison Nix stated that Ivybridge Ring and Ride is looking for volunteers which will be advertised on the BPC website.

Cllr Hitchins expressed thanks on behalf of BPC to Steven Cane for his help during the cold snap and delivering grit. He confirmed that a new supply of salt had arrived.

Open Forum Closed**111. Welcome and Apologies for Absence**

There were no apologies, everyone was in attendance.

112. Declarations of Interest

Cllr Hitchins declared an interest in agenda point 114.3.

Cllr Hawken declared an interest in agenda point 120.7 (Silverbridge Way extension)

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

113. Confirmation of minutes of the meeting Brixton Parish Council on Wednesday 26th November 2025

Cllr Wills proposed BPC accept the minutes of Brixton Parish Council meeting on 26th November 2025 as an accurate record of the meeting, seconded by Cllr Clegg. Cllr MacLennan abstained. All others in attendance were unanimous. Cllr Hitchins signed the minutes of the relevant meeting.

114. Financial Matters**114.1 To receive and ratify the approval of the finance statement for December 2025**

Receipts:	Amount	
The Foxhound - Warm Hub	£179.00	Cost of Living
The Foxhound - Book sale	£105.57	Book Sale - Community Project
YPC - River Yealm Contribution	<u>£442.00</u>	River Yealm - split annual / River Fly
	<u>£726.57</u>	

Payments:

Plympton Foodbank	£200.00	General
Brixton Feoffee Trust - maintenance assistance	£500.00	General
BCA - Room Hire November	£25.00	General
S Axell - reimburse Community Support HelpBox	£50.19	Cost of Living
K Aldridge wages	£1,255.20	General
K Aldridge expenses	£30.12	General
K Aldridge office allowance	£35.00	General
K Aldridge - reimburse November zoom	£16.79	General
BPC pension contribution (December)	£389.16	General
HMRC Q3	£823.07	General
Landscape Construction & Design - Silverbridge Way	<u>£1,440.00</u>	General
	<u>£4,764.53</u>	

19th November 2025

Current Account: £34,101.55

Deposit Account: £20,449.48

TOTAL: £54,551.03

Statement balance at 3rd April 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	
Yealm Community Energy - 2022 Grant (Bee Wild)	£49.70	
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 2024)	£330.89	See note 1
River Yealm Water Quality (annual 2025)	£625.00	See note 1
River Yealm Water Quality - River Fly 2025	-£315.00	See note 1
Silverbridge Way expansion	£6,000.00	

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

Cost of Living Crisis	£589.33
Book Sale - Community Project	<u>£105.57</u>
Total of Fund allocated	<u>£35,356.93</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

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 contribution from Sparkwell for 2025

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

114.2 To document the approval of the quarterly independent financial reconciliation (end of December 2025)

Cllr Hawken proposed that BPC receive and approve the independent financial statement at the end of December, independently checked by Cllr Stuart Nix, seconded Cllr Carson. All others in attendance were unanimous.

114.3 To receive and approve the finance statement for January 2026

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

Receipts:

	Amount	
DCC P3 2025 / 2026 minor maintenance grant	£170.00	P3
YPC - Silverbridge (1/2 payment of 2026 maintenance)	<u>£975.00</u>	General
	<u>£1,145.00</u>	

Payments:

SLCC membership 2026	£200.00	General
REACH (bus shelters 28/10)	£60.00	General
The Foxhound (Warm Hub Oct, Nov and Dec 2025)	£37.50	General
K Aldridge reimburse Sherford Room Hire	£20.00	General
K Aldridge reimburse purchase of 3 grit boxes	£176.96	General
K Aldridge reimburse purchase of 5 grit scoops	£36.43	General
Marcus Cane Welding & Fabrication (bus shelter skirting)	£334.00	General
K Aldridge wages	£1,255.40	General
K Aldridge expenses	£38.68	General
K Aldridge office allowance	£35.00	General
K Aldridge - reimburse January zoom	£16.79	General
BPC pension contribution (January)	£389.19	General
K Aldridge - Administration of Brixton Devon July-Dec 2025	£250.00	General
S Axell - reimburse Community Support Helpbox	£67.34	Cost of Living
E Hitchins - reimburse Chairmans Allowance (gifts)	£49.25	General
E Hitchins - reimburse plaque for memorial seat	£35.00	General
A Kay - reimburse Community Support Helpbox	<u>£77.18</u>	General
	<u>£3,078.72</u>	

Date

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Mrs E Hitchins – Chair Brixton Parish Council

19th December 2025

Current Account: £25,578.30

Deposit Account: £20,459.23

TOTAL: £46,037.53**Statement balance at 3rd April 2025**Skipton Building Society **£85,498.50****Current Balance:**

P3	£1,124.26	
Legal Fees	£12,482.69	
Sherford 106 Contribution to Brixton Parish Council	£10,265.98	
Brixstix funds	£757.50	
Brixton History Group	£533.09	
Yealm Community Energy - 2022 Grant (Bee Wild)	£49.70	
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River Yealm Water Quality (annual 2025)	£625.00	See note 1
River Yealm Water Quality - River Fly 2025	-£315.00	See note 1
Silverbridge Way expansion	£6,000.00	
Cost of Living Crisis	£407.31	
Book Sale - Community Project	<u>£105.57</u>	
	Total of Fund allocated	<u>£35,344.91</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

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 contribution from Sparkwell for 2025

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

114.4 To discuss and approve BPC Budget 2026 / 2027

Cllr Hawken proposed that BPC approve the budget of £59,949.50 for 2026 / 2027 seconded by Cllr Carson. All others in attendance were unanimous.

114.5 To discuss and approve BPC Precept 2026 / 2027

Cllr Carson proposed that BPC approve the 2026/2027 precept of £59,950.00 seconded by Cllr Hawken. All others in attendance were unanimous. The clerk will submit these details to SHDC. The Band D parish rate will be £33.55; this is a decrease of £1.14 (-3.285%) .

114.6 To discuss and potentially agreed DCC Grass Cutting agreement 2026 / 2027

Cllr Wills proposed that BPC sign the DCC Grass Cutting agreement for 2026-2027 and that DCC will contribute £626.00 to BPC for maintaining visibility areas, this is an increase from last year when it was £608.00, seconded Cllr Nix. All others in attendance were unanimous.

Date

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Mrs E Hitchins – Chair Brixton Parish Council

**115. Planning applications received from SHDC and DCC during December 2025 / January 2026
3207/25/FUL**

Proposed change of use from agricultural field to a secure dog walking field

Land at SX 552 529, Brixton

A site visit was conducted by Cllrs Clegg, Martin, and Wills with the applicant. Cllr Clegg proposed that BPC submit a recommendation of 'support', seconded Cllr Wills. All others in attendance were unanimous. Applicant in attendance confirmed that SHDC has requested an ecology report (within 4 weeks)

3655/25/HHO

Householder application for insertion of new windows in south elevation at ground floor and provision of additional area of hard standing adjacent to existing driveway.

12 Orchard Road, Brixton. PL8 2FE

A site visit was conducted by Cllrs Clegg, Martin, and Wills. Cllr Wills proposed that BPC submit a recommendation of 'support', seconded Cllr Clegg. All others in attendance were unanimous.

116. Planning decisions made by SHDC / DCC during December 2025 / January 2026 (to note)

None

117. Premise License application - Licensing Department at SHDC

New premises license

The Co Op Food Group Ltd, The Ride, Hercules Road, Sherford, PL9 8FA or at Grid ref. SX54285388.

BPC noted this application.

118. Local issues relating to Brixton Parish as a whole

118.1 Local Government Reorganisation (LGR)

- Update from relevant meetings

A reply was received from MP Ministry of Housing, Communities and Local Government on 12th January acknowledging the letter stating the collective position of the nine Parish Councils.

SHDC event for BPC councillors was held on 21st January attended by Cllr Stuart Nix.

Clerk confirmed that the LGR page on the BPC website is constantly updated.

BPC understands that Government consultations will begin in the second week of February.

118.2 Brixton Community Emergency Plan (CEP)

- Community Engagement Event - Devon Communities Together (DCT)

DCT will be holding a community engagement/information event on Wednesday 4th March in the Sherford Community Hub between 5.45pm and 7.45 pm to start thinking about emergency planning across the parish. This will be advertised nearer the date.

DCC has produced a bulletin for residents What would you do in the event of a serious incident such as power cut or water outage? This will be placed on Facebook and websites for information.

Sherford CEP update:

Cllr MacLennan met with Luke Rees Senior Community Development Officer, SHDC and Judy Talbot on 20th January to discuss preparations for the first Contingency Planning meeting on 19th February. Those interested have also been sent reminders of the wider event on with Rod Birtles, Devon Communities together on 4th March 5.45 to 7.45pm. Still awaiting response from the Police re contacts in relation to the process.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

118.3 Relevant updates from Brixton Traffic Management Working Group – Monday 19th January.

The footpath at the Sherford end of Monkey Lane is being constructed to link Brixton to Sherford. Currently it is muddy (at the Sherford end) and there is a lot of surface water. Landowner in attendance reported that he had trimmed the hedges and stated where the flood is located there are two pipes going into his field to alleviate the flooding, but they do get blocked. Landowner offered to clean the lane with a 'bucket machine' to clear the debris and with the pipes into the field this should naturally drain into the field.

Cllrs Hitchins and Carson will meet on site to pinpoint the drainage and any potential issues. BPC thanked the landowner for his offer and invited him to attend this site meeting.

Brixton

The slippery surface at Mudbank has been confirmed as spring water, not from the SWW Water Treatment Works. DCC Local Highways Officer confirmed that an order is with the contractor to cut grooves in the concrete (the grooves will be cut approx. 1 inch deep). This will steer the water towards any drainage that is present and resolve the problem long term. In the short term a hessian sack full of salt has been placed in the path of the water.

There were also discussions regarding drain covers, potholes, fallen trees and an update from the Snow Warden was received. Planters outside Elbridge will be moved back to their original place as agreed with DCC Highways. Cllr Hitchins stated that during the recent storm she phoned the DCC Emergency Office, and she will be writing to District Cllr Tony Carson to express how impressed she was with the call handler.

Sherford

The loose manhole covers in Libra Avenue and Hercules Road have been fixed.

There is no further progress regarding the lack of road markings in Sherford. The Sherford Consortium state that there is no requirement for road markings on internal roads as it was not in the original plans. District Cllr Alison Nix confirmed that this will not be progressed as it is the personal responsibility of drivers. Currently roads are private, and any incidents or accidents need to be reported to the Police, who would attend if there were injuries. BPC need to engage with the Police (e.g. via Speedwatch) to obtain relevant data to create a log for DCC when the road is taken over.

The issue of pavement parking is increasing across the developed areas of Sherford. The covenant in TP1 states that business vehicles aren't allowed to park overnight, but this is being ignored. Following the Sherford Liaison meeting Alex Whish has formally responded following his research and states each dwelling has been provided with allocated parking, either within courtyards, on private driveways, with or without garages, or via parallel on-street parking bays. These arrangements fully accord with adopted planning policy. Residents are increasingly parking vehicles on the combined cycleways and footways, often directly outside their front doors. Parking on the pavements requires vehicles to be driven along pedestrian routes, creating safety risks for pedestrians and cyclists and obstructing movement along these paths. Delivery vehicles are also using the cycleways and footways for access and loading, further undermining their intended function. BPC will write to Royal Mail to ask for their vehicles to be kept off the pavements.

In addition, some residents are charging electric vehicles using cables laid across footways, creating trip hazards and additional safety concerns. Public-sector parking and traffic enforcement powers cannot therefore be exercised, and standard statutory controls are unavailable the road are not adopted. Following adoption, the relevant highway authority would be able to introduce enforcement arrangements through Traffic Regulation Orders (TROs), potentially including Controlled Parking Zones (CPZs). These would provide the legal framework for controlling parking, including

Date

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Mrs E Hitchins – Chair Brixton Parish Council

prohibiting parking on cycleways and footways, and would allow Civil Enforcement Officers to issue penalty notices for non-compliance.

Currently the Consortium is engaging with residents through awareness-raising, and written communications.

118.4 Relevant updates from Sherford Liaison meeting – Monday 19th January

This was a productive meeting with a general update. The lack of road markings was discussed (see above for full details). PCC are starting to address the issues of Dawes Lane; BPC will look to set up a meeting with PCC Cllr John Stephens and Alex Whish.

As the path at the Sherford end of Monkey Lane is now accessible BPC will look to coordinate a community walk between Brixton and Sherford led by Alex Whish. This will be discussed at the meeting of Brixton Parish Environment Working Group on Tuesday 3rd February.

The issue of lack of preparation for snow was discussed; grit bins have been installed and filled. A map has been displayed showing the location of the bins on each of the noticeboards; there are 18 bins. The Consortium does not have a Snow Plan which will need to be considered as part of the contingency review process.

District Cllr Alison Nix confirmed that there were ongoing discussions regarding the Park & Ride (P&R). Discussions include PCC and Rebecca Smith MP taking this forward with the Sherford Consortium. The current design of the P&R was for 1000 cars; the planning team consider that the level of 500 cars is more realistic. PCC wants to keep the original number of 1000. In the long-term looking to use the location as a bus depot so there is another option to the Mayflower Bus Station.

118.5 Yealm Community Energy – Application for Community Benefit Fund

The Yealm Community Energy (YCE) Community Benefit Fund is funded from surpluses generated by YCE's three solar farms and provides support to community and voluntary organisations in the Parishes of Brixton, Holbeton, Newton Ferrers and Noss Mayo, Wembury, and Yealmpton. The Community Benefit Fund is open for applications from mid-February until 19th April, with award decisions made by early June. There is a total of up to £20,000 available for grants in 2026. This will be discussed at the meeting of Brixton Parish Environment Working Group on Tuesday 3rd February.

119. Local issues relating to Sherford

119.1 Climate Change / Bio-diversity update

Community Archive – Funding has been applied for. The panel should meet in Jan 2026 to determine whether the £5k grant application should be approved.

The Environment & Heritage Group (E&H) are proposing visits to several sites to learn about composting and allotments. Keyham Green Spaces have offered to host in 2026, and a visit is planned to Kintsugi. Poole Farm have agreed to host a visit, they have asked for £100 to cover their costs; E&H will be negotiating this charge.

The Friends of Sherford Country Park are running two training days for the community to learn the ancient trade of coppicing and they have asked for £520 to cover expenses.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

119.2 Street Naming Project**To include**

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

The event that was scheduled to take place was cancelled and will hopefully be scheduled for 14th May, but this is subject to agreement from the school.

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

Although there are four noticeboards in Sherford, concern was expressed about the space available for parish notices.

Cllr MacLennan will write to Anna Murray to resolve this issue.

119.4 Traffic Update**To include**

- **Update on site 5 Hercules Road**

Month

October 2025	82,660	1,213 increase from Sept 2025 of 81,447
November 2025	82,686	26 increase from October 2025 of 82,660
December 2025	83,348	662 increase from November 2025 of 82,686

- Light vehicles (motorcycles, cars & light vans) as % 91%
- Medium ($\frac{2}{3}$ axle vehicles, buses & trucks) 9%
- Heavy (Articulated lorries) 1%

Average Volume

Jan to Dec 2025	Jan to Dec 2024	Jan to Dec 2021
78,414 (increase of 6%)	73,702	50,433 (increase of 63%)

Currently the average daily traffic volumes on Hercules is now at 11,202 (Jan to Dec 2025). Comparison with the figures from Jan to Dec 2021 7,205, shows an increase of 55%.

- **Update on Community Speedwatch**

There is no further update - people have been away and the weather has been bad. There are four volunteers and more volunteers are needed.

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

The 3 volunteers have signed for paper copies of the training pack.

119.5 Footpath updates including PROW.

The meeting to discuss PROWs was cancelled; the meeting is to be rescheduled.

119.6 Defibrillators**To include**

- **Update on an additional defibrillator**

There is no update. This needs to be discussed at a future Sherford Liaison meeting to resolve funding issues.

119.7 Publicity / events

- 21st Feb - National Trust and PCC (Jess Jordan) hedge laying competition on Hercules Road
- Sat 21st March – coppicing Saturday session open – 10am – 4pm
- 18th April 2026 - Sherford Day

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

- 14th May 2026 Heritage evening (subject to approval from the school)
- 7th June 2026 - Open gardens - nature trail, bug hotel, community archive

Cllr Hitchins stated that in the Open Forum she was concerned to hear from residents that the Police had not responded constructively to issues of speed and road safety in Sherford. Cllr Hitchins suggested that she write to the local Police Sergeant to arrange a meeting with a Senior Police Officer, District Cllrs, representatives from BPC, resident who brought the issue to BPC and the Sherford Consortium.

District Cllr Julie Carson stated that Ben Shardlow was the Police Inspector at Ivybridge

120. Local Issues relating to Brixton

120.1 Climate Change / Bio-diversity update

To include:

- **Update regarding sign for 'saving hedgehogs'.**

Clerk has been liaising with parishioner, who will be obtaining a price for suitable signs for BPCs February meeting to ensure they are ready when the hedgehogs come out of hibernation.

- **South Devon National Landscape (SDNL) – update accessible picnic benches.**

The SDNL team has funds available via Defra Access for All Fund to help make the area more accessible. As part of this initiative, SDNL is offering accessible (wheelchair friendly) picnic benches for up to 10 parishes in the protected landscape. BPC were successful in their application and are now trying to obtain permission from Live West for the bench to be located either near the 'owl seat' on the corner of Steer Point Road and Elliots Hill or in the green space behind Yarda Walk / Holmbush Way. In this second possible location, there would be room for a second bench so Clerk will make enquiries.

120.2 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 and the bollards have been installed. Keys to the bollards are in the possession of the two landowners and Clerk. One will also be held by Community Road Warden and Cllr Hitchins. Clerk is awaiting the invoice from DCC to complete this project.

Drainage at Monkey Lane, where it joins Catson Green, is prone to flooding, Nick Colton, DCC Highways suggested that some sort of soak away could make a difference, as both sides of the road are slightly higher than the actual road. Cllrs Hitchins and Carson will meet on site to look at the drainage options. Landowner in attendance offered to scrape the path and BPC thanked him for his offer and would be delighted to accept.

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

A path providing access from Monkey Lane for pedestrians to Sherford Country Park is being constructed. This is running alongside the hedge into the Country Park and will join the existing PROW.

To include Highways / Traffic updates

Update regarding training course for volunteers / councillors – Highway Safety Awareness

Clerk has undertaken this training along with Cllrs Carson, Clegg, Gillard, Hawken, Hitchins, MacLennan, Nix and Wills. Clerk is keeping a record of the training undertaken by volunteers and councillors on their training records. Cllr Martin is still completing this training. A letter has been written which Cllr Hitchins will be handing to volunteers along with a personal copy of the module to read and sign to confirm understanding.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

120.3 Land at Cofflete Creek update**- 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 has been earmarked for the second interpretation board which Nicky Bailey, South Devon National Landscapes, is continuing to work on. Photographs of the Old Mill are needed for this display. Nicky Bailey is having issues with the quality of photos provided, Cllr Gillard is trying to obtain better quality photos. This will be discussed with Alex Whish at the Brixton Parish Environment Working Group on 3rd February prior to Clerk asking Nicky Bailey for a draft.

- Update on the site

Planting of trees, hedges and bluebells took place in November and volunteers will be meeting on site Saturday 31st January for further tree planting and clearing the top site.

It was stated that the water levels are very high in Torr so this may not take place.

- Update on memorial to resident of Torr

As agreed at the July meeting, at the request of a resident of Torr, BPC will include a memorial tree on the site.

120.4 Composters update (Cllr Clegg)

There is a lot of green waste, but unable to shred at present due to the weather.

Signs are in place requesting that plastic pots are not left, but people are still leaving them. It was suggested that a notice could be placed on Facebook.

The next meeting of the Composting Group will be held on Thursday 5th February 2026.

120.5 Cost of Living Crisis update.

There has been no recent meeting of the group

- Update on Cost-of-Living Grants

The current Cost of Living balance is £407.31

120.6 Footpaths / P3 update**- Update with regard the broken seat on Footpath 4, near Mill Lane**

This seat on PROW 4 was installed in 2009 by volunteers who used to look after the footpaths, it is not a parish council seat. The seat has been broken and pulled out of the ground; this seat needs to be re-sited and painted. DCC no longer install or maintain benches on PROW's.

Quotes have been obtained and Cllr Hawken proposed that BPC ask contractor J Friend to reinstate the bench, with the quote of approx. £211 + VAT, this would be done by securing two concrete kerbs and fixing the bench, seconded Cllr Gillard. All others in attendance were unanimous.

- Update on FP 30 / 31

DCC PROW Officer confirmed that the steps by the shore have been repaired and she is now looking at the other set of steps to ascertain what works are required.

120.7 Silverbridge Way**General maintenance**

Cllr Martin stated that there are some trees overhanging along the path that need to be addressed in case there are more strong winds. Cllr Hawken will look at the problem with the view to rectifying.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

- **Update on the extension**

BPC have £6k set aside as BPC's contribution and have allocated another £3k in the budget for 2026 / 2027. BPC and YPC have agreed the Terms of Reference for the group and the drawing showing the indicative route. The working group comprising of YPC and BPC - Cllrs Hitchins & Clegg and Cllr Hawken (as tenant) met and walked the route with representatives of YPC and the contractor in November. Another meeting was held on Saturday 24th January. The group have received a specification and costing from two contractors for the path and two other costings for an initial clearance. Any clearance would need to be completed prior to bird nesting season (end of February) BPC discussed at length the proposed plans for the extension. BPC were not prepared to support any preparation work until confirmation has been received from SHDC regarding planning permission. Cllr Hitchins will contact Alex Whish and Rob Secula SHDC to obtain advice as to whether planning permission would be required for an extension to the existing path. If planning permission is required, then any works would not be started until formal approval has been granted. If SHDC state that no planning permission is required, then BPC would look at the quotations for an initial clearance via email to be ratified at the February meeting.

- **Update on the tree trunk along the path**

Cllr Clegg has spoken with the landowner, regarding the siting of a tree trunk, rather than a bench, who is in full agreement with the installation of a tree trunk. BPC is looking for a tree trunk to be placed in this location. A local landowner in attendance offered to look for an appropriate trunk and Cllr Clegg will raise this at the meeting of the Composters on Thursday 5th February. Cllr Hawken offered to shape the trunk and Cllr Martin offered to reinstate the 'bug magnet' when the trunk is in situ.

120.8 Defibrillators

Cllr Clegg confirmed that all the defibrillators in Brixton are in good working order.

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

Work to prep and paint the inside and outside of both telephone boxes (on the Green and at Fordbrook) and replace some steel parts for the windows is being undertaken. This is taking longer due to additional corrosion and the weather conditions.

- **Discussion regarding purchase of additional defibrillator pads**

The defibrillator located in Venn Court is now BPC responsibility so BPC would like to have an additional defibrillator pad available if required. Cllr Nix proposed that BPC purchase a defibrillator pad (with a 2-year life span) which Cllr Clegg will hold, at a cost of £70.00 (excl VAT + delivery) with an expiry date of 28/4/2028, seconded Cllr Carson. All others in attendance were unanimous.

120.9 Street Furniture

- **Update on the refurbishment of the bench on A379**

At the November meeting BPC approved to replace the wooden slats on the 2 concrete benches along the A379 with hardwood Iroko 3x2 timbers, stainless dome bolts and installation at a cost of £915.61 + VAT (labour £200 and materials £715.61). Unfortunately, contractor has stated that the suppliers won't honor the quotation now and costs have increased significantly. Contractor is looking for alternative suppliers. If the quotation is now higher BPC will discuss it at February meeting.

- **Update on memorial bench on A379**

Cllr Hitchins is liaising with the parishioner regarding specification and prices of a memorial bench.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

- **Update regarding bus shelter improvements**

There is a gap between the bus shelter and the pavement on the main road (A379), after heavy rain a pool of water accumulates, and parishioners waiting for the bus get splashed. The metal skirting has now been installed rectifying the problem.

- **Update on planter by Elbridge House bus stop**

The planters that have been placed by BPC on A379 near the bus stop by Elbridge House have been moved, these will be moved back to the original location as agreed by DCC Highways and Brixton Parish Council.

- **Update from monthly street sweeping**

Cllr Hitchins used to write an article for 'Brixton Magazine' so will now report back at BPC meeting after each monthly clean.

120.10 Wildflower area at the top of Chittleburn Hill

Cllrs Gillard and Hawken have looked at the area to look at how it can be improved aesthetically. Cllr Hawken proposed the area is cleared and the sleepers removed and given to Cllr Gillard, seconded Cllr Nix. All others in attendance were unanimous.

120.11 Update from Community Road Warden / Snow Warden

- **Ratify the purchase of additional grit bins and scoops.**

Cllr Clegg proposed that BPC ratify the approval of the purchase of 3 additional grit bins (locations: Cherry Tree Drive junction with Red Lion Hill, Silverstream Way / Kitley View, and Hilltop Cottages at the junction with A379) at a cost of £176.96 and 5 grit scoops at a cost of £36.43. Seconded Cllr Gillard. All others in attendance were unanimous.

- **Discuss the purchase of additional equipment**

Community Road Warden has recommended BPC purchase additional equipment. Cllr Carson proposed that BPC purchase a LED Beacon Bar with Cigarette Lighter Socket (12v-24v) - Magnetic Fixing at a cost of £46.30 (excl VAT + delivery), 5 x MonoLight - Twin Sided Warning Light With Cone Bracket LED at a cost of £63.90 (excl VAT + delivery) and 10 x 6V Battery for Road Lights at a cost of £25.10 (excl VAT + delivery). Seconded Cllr Wills. All others in attendance were unanimous.

121. Local issues relating to Carrollsland

There are no updates from Carrollsland.

122. BPC Administration

122.1 Discuss and update BPC Standing Orders

Cllr Martin proposed that BPC approve the updated Standing Orders, seconded Cllr MacLennan. All others in attendance were unanimous. Clerk will place the updated Standing Orders on the BPC website.

122.2 General Practice Policies to update: Complaints Policy

Cllr Hawken proposed that BPC approve the updated Complaints Policy, seconded Cllr Wills. All others in attendance were unanimous. Clerk will place the updated Complaints Policy on the BPC website.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

122.3 HR policies to update: Adoption Policy, Annual Leave Policy, Appraisal Policy & Procedure, Anti-Bullying and Harassment Policy, Carers Leave Policy, Compassionate Leave Policy, Code of Conduct, Disciplinary Policy, Emergency / Dependents Policy, Employer Pensions Discretions Policy, Equality and Diversity Policy, Flexible Working Policy, Grievance Policy, Homeworking Policy, Lone Working Policy, Maternity Leave & Pay Policy, Managing Attendance Policy, Paternity Leave & Pay Policy, Performance Improvement Policy & Procedure, Recruitment Policy, Sickness Absence Policy, Training & Development Policy, Whistleblowing Policy

Cllr Hawken proposed that BPC approve the following updated HR Policies: Adoption Policy, Annual Leave Policy, Appraisal Policy & Procedure, Anti-Bullying and Harassment Policy, Carers Leave Policy, Compassionate Leave Policy, Code of Conduct, Disciplinary Policy, Emergency / Dependents Policy, Employer Pensions Discretions Policy, Equality and Diversity Policy, Flexible Working Policy, Grievance Policy, Homeworking Policy, Lone Working Policy, Maternity Leave & Pay Policy, Managing Attendance Policy, Paternity Leave & Pay Policy, Performance Improvement Policy & Procedure, Recruitment Policy, Sickness Absence Policy, Training & Development Policy, Whistleblowing Policy, Seconded Cllr Gillard. All others in attendance were unanimous. Clerk will place the updated HR Policies on the BPC website.

122.4 Discuss and update BPC Snow Plan

Cllr Hawken proposed that BPC approve the updated Snow Plan, seconded Cllr Nix. All others in attendance were unanimous. Clerk will place the updated Snow Plan on the BPC website.

122.5 To discuss and approve the risk assessment for volunteer street sweeping / litter clearance.

Cllr Wills proposed that BPC approve the risk assessment for volunteer street sweeping / litter clearance, seconded Cllr Gillard. All others in attendance were unanimous.

122.6 Discuss and update BPC Business Plan 2026 – 2029

Cllr Nix proposed that BPC approve the updated Business Plan 2026 – 2029, seconded Cllr Carson. All others in attendance were unanimous. Clerk will place the updated Business Plan on the BPC website.

122.7 Discuss and update BPC Action Plan 2026 – 2027

Cllr Clegg proposed that BPC approve the updated Action Plan 2026 - 2027, seconded Cllr Hawken. All others in attendance were unanimous. Clerk will place the updated Action Plan on the BPC website.

122.8 Civility and Respect Pledge – discuss individual councillors signing ‘Councillor’s Statement of Assurance.’

Clerk to add this February agenda to discuss.

Date

Signed
Mrs E Hitchins – Chair Brixton Parish Council

122.9 Councillor and Clerk training

- 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. Date of enrollment 2nd April 2025. Clerk, Cllrs Gillard, Hawken, Martin, Nix, Wills and Clegg have completed all three modules, Cllr Hitchins one module and Cllrs Carson and MacLennan are yet to start.

- Update regarding Code of Conduct training (Standards in Public Life)

Clerk and all BPC councillors have been registered to undertake DALC Standards in Public Life training module. All councillors have 12 months to complete all the modules. Date of enrollment 6th October 2025. Clerk and Cllrs Clegg, Gillard, Hitchins, Hawken, Martin, MacLennan, Nix and Wills have completed the training module. Cllr Carson has yet to complete the training.

122.10 Update regarding application for NALC LCAS Gold Award

Clerk has received excellent feedback from the LCAS panel for the Gold Award. The panel has requested further clarification and evidence for various events that BPC has held over the last year and the amendment of a couple of policies. Clerk has already sent off evidence and the amendments to policies have been approved this evening. Clerk will now inform the panel.

122.11 Update regarding a volunteer to represent BPC on the Yealm Harbour Authority

BPC is looking for a volunteer to represent BPC on Yealm Harbour Authority. There are ten regular meetings a year (every third Tuesday of month at 6pm, in the Harbour Office, there are no meetings in August and December) by zoom or in person. In addition, there will be a few subcommittee meetings, mainly budget/ staff appraisals in autumn. The Authority needs a wide base of member knowledge ranging from finances, accounts, legal, health and safety, environmental to more practical aspects of operating small businesses and obviously familiarity with marine matters. Many Harbour Authority members have moorings on the river, but this is not a qualification for being on the Harbour Authority. Someone who simply enjoys paddling or swimming could equally well represent Brixton on the Harbour Authority.

BPC has advertised this vacancy in Brixton magazine and Facebook, Clerk has not received any enquiries BPC's existing volunteer has asked that the Yealm Harbour Office contacts mooring holders from Brixton to assess any interest. This will be readvertised.

122.12 Discuss BPC newsletter frequency.

Since the Brixton magazine has ceased BPC will produce a monthly newsletter, this will also be available by subscribing. Within the newsletter there will be a precis of the minutes.

123. Councillor Reports

Cllr Martin stated that the pothole / drain at the bottom of Red Lion Hill is still causing issues.

Cllr Nix has forwarded the Clerk details of a 'Hedgehog Street' campaign, this will be discussed at the Brixton Parish Environment Working Group on 3rd February.

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council

124 Other updates / issues / consultations for discussion

124.1 Advance notice – South Hams Community Awards 2026

BPC can nominate individuals and groups who make a difference in the community. The categories are: Young Persons Award (for under 18s), Community Champion Award (for over 18s), Community Organisation Award and Climate & Biodiversity Champion Award (individual or group). All nominations will need to be submitted by end of January 2026.

Cllr Hitchins proposed that BPC nominate Community Road Warden / Snow Warden Roger Smith for the Community Champion Award and Cllr MacLennan proposed that Rachel Harrison-French both seconded Cllr Wills. All others in attendance were unanimous.

124.2 DCC - Shaping the future of Devon's library service consultation – closing date 22nd Feb 2026

Cllr Hitchins reiterated the importance of completing this consultation

124.3 Update from DCC Budget Briefing for District, Parish, and Town Councillors – 15th Jan 2026

Clerk attended this briefing on behalf of BPC. County Cllr Carson has already covered the details of DCC budget in his report and all Councillors have the recoding of the meeting along with presentation slides.

124.4 Royal Garden Party Nominations

There were no nominations from BPC

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

124.5 Deep Lane junction works.

BPC has received notification of works from 22nd April 2026 – 21st October 2027 (maximum 18 months for the road past Vealeholme. This temporary traffic order is considered necessary to enable Deep Lane Cycle Bridge scheme.

There is an additional closure overnight 2nd – 10th February.

County Cllr Carson had received correspondence from a parishioner, Cllr Hitchins read out the email. Clerk will confirm to parishioner that her email has been read at the BPC meeting and County Cllr Carson will respond to her queries.

124.6 Lodge Lane vegetation

Parishioner had asked for BPC to be aware of vegetation encroaching on the road from the houses on Lodge Lane. Clerk will contact DCC Highways Officer.

125. Correspondence for information

125.1. Cascade 'Temporary Traffic Regulation Order*s (TTO) for Road Closures relating to DCC works:

- A379 Elburton Road (near Brixton Road Station Bridge) – Monday 21st July 2025 – Friday 10th July 2026

125.2. All weekly bulletins from DCC and SHDC are placed immediately on the websites / Facebook

125.3. South Hams District Council – News Releases

- Council launches new campaign to tackle damp and mould in rented homes

125.4 Thank you – The Brixton Feoffee Trust for maintenance assistance.

125.5 Thank you for donations – South Devon District Scouts / 1st Brixton and Yealmpton Sout Group, Samaritans, Citizens Advice South Hams, 1st Yealm Rainbows, Plympton Foodbank

Cllr Hitchins closed the meeting at 9.56pm

Next meeting: **Wednesday 25th February 2026** in Brixton Community Room

Kirstie Aldridge, Clerk, Brixton Parish Council

Date

Signed

Mrs E Hitchins – Chair Brixton Parish Council