

# Brixton Parish Council Responsibilities & Representatives

May 2023



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> All Cllrs
Environment	Repairs and maintenance Grass cutting verges Silverbridge Way The Green Tree Warden Chittleburn Hill – Bee Friendly plot  Bee Wild Group  Climate Change Emergency Planning Working Group River Yealm Water Quality Working Group Yealm Climate & Environment Action Network Sustainable South Hams	Clerk & Cllrs Clerk & Cllrs Cllr Clegg Cllr Wills & Edd Arran on behalf of BPC Cllr Hawken Parishioner  Cllr Hitchins with Heather Compton, Shirley Deeney and Alex Whish  Cllrs Hitchins, Parish and Nix and Clerk Cllr Hitchins and Clerk Cllr Hitchins Cllr Hitchins
Public Rights of Way /P3	P3 Co-ordination	Cllr Hawken
Traffic	Community Road Warden Community Speed Watch Traffic Management Working Group	Roger Smith Roger Smith, Jim Eccles Cllrs Hitchins and Wills and Clerk

<b>Parish Plans</b>		
Brixton Neighbourhood Plan	Implementation	Cllr Hitchins
Community Emergency Plan	Co-ordinator	TBC
Sport & Recreation Plan	Implementation	Cllr Hitchins
Brixstix Play Space	Inspection/monitoring	Cllr Parish
Plastic Free Community	Project Coordinator	Cllr Parish
Land at Cofflette	Cofflete Amenity Space Project Co-ordinator	Cllr Parish
<b>Other BPC representatives</b>	AONB Liaison Councillor	Cllr Hitchins
	Brixton Community Association	Cllr Hitchins
	Brixton Composters	Cllr Clegg
	Brixton Feoffee Trust	Cllr Hitchins
	Carrollisland Community Liaison	Cllr Nix
	Dementia Friendly Parishes around The Yealm	Cllr Hitchins
	Devon Association Local Councils (DALC) County Committee	Cllr Hitchins
	Ivybridge & District Association of Local Councils (IDALC)	Cllrs Wills & Hitchins
	Police Advocate Representative	Cllr Martin
	Sherford Community Liaison	Cllr Nix
<b>Other representatives on behalf of BPC</b>	Hele Foundation	Roger Wakeham on behalf of BPC
	River Yealm Harbour Authority	Martyn Oates on behalf of BPC
	BPC Snow Warden	TBC
	Westcountry Rivers Trust Citizen Science Investigation	Alex Whish on behalf of BPC
	Yealm Estuary to Moor Project	Helen Staddon and Alex Whish on behalf of BPC
	Yealm Estuary Management	Helen Williams on behalf of BPC