

# Dartmoor Forest Parish Council



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29 June 2014

## Councillor Notes for the Parish Council Meeting at 1930 on Tuesday 8 July 2014 in Princetown Community Centre.

<b>Hexworthy/Huccaby Ward:</b>	<b>Princetown Ward:</b>	
Cllr Alison Geen	Cllr Emma Derham*	Cllr Wendy Stones
<b>Postbridge Ward:</b>	Cllr Jackie Gee*	Cllr Paul Turnbull*
Cllr Wendy Watson	Cllr Gregg Manning	Cllr David Worth
Cllr Val Greatrex	Cllr Cliff Palmer	

\* Hard copy as well as email.

### 1. Apologies.

I have no apologies to date.

### 2. Declarations of Interest

No amendments have been reported to date.

### 3. Minutes of the last meeting.

Minor typos corrected.

### 4. Police Matters.

I have not received a Police report yet, but have requested one from PCSO Mark Canvin.

### 5. Repairs, Maintenance & Highways

Nothing to date.

### 6. Defibrillators

We have the defibrillators but not the cabinets as there is a supply problem from the manufacturer. The cabinets may take up to 3 months for delivery.

The Trainers advised us we should upgrade our cabinets to lockable ones unless we were mounting them in a permanently occupied location as theft of defibrillators is becoming common. The cabinets are plastic so a determined thief would be able to smash their way in, but the lock would deter the casual thief and mischievous teenagers. The PIN code can be left with nearby residents and (although I need to confirm this) it can be registered with the emergency service control room to be given out in response to a 999 call.

I have amended the DFPC order to the lockable version for an extra £48+VAT, but am awaiting a decision about the TAP funded cabinet. If the TAP Fund order is not upgraded, I suggest we use that one at Hexworthy and fit an external combination lock to the telephone kiosk door; these are available from Toolstation at £32.19.

We need to consider where to site the defibrillators until the cabinets arrive. They need to be in the dry. The logical place in Postbridge would be inside the shop if Gerald agrees, or possibly at Middle Merripit as Rachel is trained to use it. We can put up posters advertising where it is and what telephone numbers to ring. At Hexworthy, we could fit the lock to the kiosk as soon as ownership

transfers to the Duchy (I am trying to get a date from BT & Duchy), alternatively an amenable resident may suffice.

## **7. Wash-up on the Dartmoor Classic**

In Hexworthy an extra marshal was posted but spent most of the time at the Forest Inn rather than Jolly Lane Cottage as promised, but the suggested marshal at Huccaby Bridge was not spotted. Some cyclists were better than others at letting traffic through. At one point a farmer had pulled over to let a backlog of cycles past but then no cyclist would slow down to let him carry on. One of the advance warning notices has not been removed. It was slightly better than last year, but this may be due to the reduced numbers taking part and fewer 'tag along' cyclists owing to the hot weather.

In Postbridge it was bad at the bridge and shop as drivers could not turn in or out of the shop forecourt. Gerald was sworn at when he tried to slow the bikes down to let cars pull out. Cyclists were going very fast downhill to the bridge despite the number of pedestrian visitors walking about and trying to cross from the visitors centre car park to the clapper bridge. Some residents were held up badly getting back to the village with abusive language being used by the cyclists when traffic tried to get by. However, it appeared to be less congested than last year, again possibly due to reduced numbers.

At Rundlestone it was fairly subdued with model behaviour from cyclists, all in single file and quiet by the time they reached the top of the hill.

In Princetown the only direct complaint was about the volume of rubbish strewn along the roadside between Princetown and Yelverton. David plans to talk to business owners in the village to find out if the event had a beneficial or detrimental effect on their takings.

## **8. Princetown Public Library**

The Sub-Group has met with DCC Library Service and proposed a solution where the Library is manned by volunteers but DCC continues to pay for rent and utilities. This would reduce running costs by around 75%. This received a favourable initial response from those present. Letters of support are needed before 10 July, as this is the date of the preliminary meeting to assess library options.

Currently, it is unclear who would manage the library volunteers. It could potentially be the WI, PCC, DFPC or another bespoke body.

## **9. Princetown Community Centre**

The Chair of the PCC Trustees has resigned and no-one has come forward to replace him. The committee is advertising for additional Trustees and may be able to appoint a new Chair at their meeting on 14 July. However, if they cannot do so there is a risk the PCC may fold again, owing to infighting rather than any business difficulty. If this were to happen there is a risk we could lose the Doctor's Surgery permanently, and it would complicate saving the Library considerably.

In extremis, if the Trustees are unable to keep the PCC running effectively, DFPC may need to consider becoming involved to provide a stabilising influence. There are probably 4 options we could consider:

Do nothing and let it fold (not recommended);

Running arbitration to aid the Trustees (not favoured);

Becoming a Trustee of the PCC (to provide a limited stabilising influence); or

Accept a transfer of assets and run the PCC to ensure long-term provision for the community.

This is an initial discussion to explore the implications of possible future scenarios as a risk mitigation measure. Views need to be presented and business aspects considered, but no decision is required at this stage.

### 10. Christmas Tree Lights

The Christmas tree was a great success last year and was appreciated by residents and visitors alike: until it was vandalised in the early hours of New Year’s Eve. We probably needed a new string of lights anyway and now we also need to replace the vandalised string. Does DFPC wish to provide a Christmas tree for the community in 2014? If so, what lights do we need? LED light strings are fairly cheap on eBay, so the cost of any vandalism would be less.

### PUBLIC SESSION

### 11. Reports from Committees, Sub- Groups and Special Interests.

**Councillors are requested to forward their briefings by email** in advance of the meeting. This agenda item then becomes ‘any questions’ rather than ‘reading the briefing’ to help with meeting time management.

Community Centre	Wendy S
Pavilion Youth Club	Wendy S
Parking Committee	David
Princetown Primary School	Wendy W
Emergency Planning Sub-Group	David
Public Library Sub-Group	Wendy S
Parish Plan Sub-Group	Alison
Play Area Sub-Group	Cliff
Princetown Toilets Sub-Group	Clerk
Postbridge Village Hall	Val
Fire & Rescue service	Paul
Food bank	Wendy S
Emergency Committee	Clerk

### 12. Reports from other meetings

Southern Parish Link. Draft minutes attached.

### 13. Planning applications

a. The current status is:

With the Parish Council	0320/14 0319/14	Installation of 2 transmission discs on mast, North Hessary Tor Retrospective for 4mx3m field shelter, Oakery Bridge
Recent DNPA decisions (all conditional approval)	0202/14 0198/14	Dung storage roof Beardown Farm Single storey extension, 5 New London Princetown
With DNPA	0272/14 0262/14	Demolition outbuildings & single storey extension, 29 Blackabrook Slate hanging additional external elevations, Wheal Lucky House
Awaiting enforcement action	0164/07	Beardown Farm un-authorized chalet. Clerk is awaiting update from Jo Burgess.

#### 14. Correspondence

Correspondence has been uploaded to the website.

The more significant papers are:

- Dog Control Orders
- Greater Dartmoor LEAF future grant programme
- Play Area tree must be felled within 6 months
- Empower Parish Councils to sell electricity they generate
- Major changes to DCC Highways grass cutting in rural areas
- Broadband Update (Princetown & Postbridge)
- DCC Residential Services Review Recommendations
- DCC Day Services Review Recommendations
- DCC Youth Services Provision Revised Proposals approved
- Further activity in support of the Okehampton Tavistock railway
- Electoral Boundary – “Dartmoor Ward” may be challenged

#### 15. Financial management

a. Cheques to be approved this month:

775	St Raphael's Church – donation	£750.00
776	Grant Thornton – external auditors fee	£240.00
778/9	St John's Ambulance – lockable cabinet	£57.60
781	Devon County Council – Traffic Order Fee	£500.00
782	A Jaques – Litter Picking	£53.65
783	DNPA – Football Club Planning Application	£97.50

b. Bank Reconciliation.

Balance on last statement (28 May)		£27519.58
Outstanding Income		
778	Toilets contribution for 3 years	£3000.00
Outstanding Cheques		
761	Postbridge Village Hall donation	£400.00
762	WDBC Toilets Contribution	£4,266.24
766	Don Agnew - Internal Audit	£50.00
768	David Worth - reimbursement for varnish	£15.95
769	A Jaques Litter Picking	£53.65
770	PCC - Room hire 30 Apr 14	£7.50
771	St John's Ambulance - defibrillator & cabinet	£1,603.20
772	Mike Druett - grass cutting	£410.81
773	Nigel Tigwell - administrative expenses	£88.83
774	DALC - J Gee training course	£30.00
Reconciled total (30 June)		£23,593.40

c. **Forecast of Outturn.** This is shown in the tables and graphs attached.

## 16. Potential Revised Banking Arrangements

I have looked into a number of options for generating additional revenue from our reserves, based on the rule of thirds ( $\frac{1}{3}$  cheque account,  $\frac{1}{3}$  quick access,  $\frac{1}{3}$  long term investment) but have not considered tying money up for more than 1 year. I have only considered established high street banks. If a bank or building society gave similar results to Lloyds I have not listed them as we would logically stay with Lloyds. The results are in the tables below.

<u>1</u>	<u>Amount</u>	<u>Lloyds</u>	<u>Charity Bank</u>	<u>Santander</u>	<u>Co-Op</u>
<u>Using Ordinary Accounts</u>					
Cheque Account	£ 0-9000	0.00%	NA	0.00%	0.15%
Instant Access Reserves	£ 10,000	0.05%	0.50%	1.00%	1.65%
Fixed Term Reserves	£ 10,000	1.25%	0.70%	1.20%	1.70%
Annual Income		£ 130	£ 120	£ 220	£ 342
<u>2</u>	<u>Amount</u>	<u>Lloyds</u>	<u>Charity Bank</u>	<u>Santander</u>	<u>Co-Op</u>
<u>Using ISA Accounts</u> <u>(rate change when £15kpa?)</u>					
Cheque Account	£ 0-9000	0.00%	NA	0.00%	0.15%
Instant Access Reserves	£ 10,000	0.05%	0.50%	1.00%	1.65%
Fixed Term ISA	£ 10,000	1.20%	1.50%	1.50%	1.50%
Annual Income		£ 125	£ 200	£ 250	£ 315
<u>3</u>	<u>Amount</u>	<u>Lloyds</u>	<u>Charity Bank</u>	<u>Santander</u>	<u>Co-Op</u>
<u>Maximising ISA Accounts</u> <u>(rate change when £15kpa?)</u>					
Cheque Account	£ 0-9000	0.00%	NA	0.00%	0.15%
Instant Access Reserves	£ 5,000	0.05%	0.50%	1.00%	1.65%
Fixed Term ISA	£ 15,000	1.20%	1.50%	1.50%	1.50%
Annual Income		£ 183	£ 250	£ 275	£ 308

### Combinations

<u>4</u>	<u>Amount</u>	
<u>Use Lloyds Cheque Account</u> <u>but invest Reserves in Santander</u>	£ 0-9000	0.00%
	£ 10,000	0.50%
	£ 10,000	1.50%
Income:	£	200
<u>5</u>	<u>Amount</u>	
<u>Use Lloyds Cheque Account</u> <u>but invest Reserves in Co-Op</u>	£ 0-9000	0.00%
	£ 10,000	0.25%
	£ 10,000	1.70%
Income:	£	195
<u>6</u>	<u>Amount</u>	
<u>Use Lloyds Cheque Account</u> <u>but invest Reserves in</u> <u>Co-Op Bond &amp; Santander Saver</u>	£ 0-9000	0.00%
	£ 10,000	0.50%
	£ 10,000	1.70%
Income:	£	220

### **Notes.**

Other banks and building societies considered did not have sufficient differentiation from Lloyds to merit changing accounts. All rates are variable and each account has a mass of small print I have not gone through in detail at this stage. Consequently a detailed investigation of options will be necessary before we make final decisions.

The potential interest from the Co-Op is attractive, but it is a bank in difficulties. Although we would be covered by the Financial Services Compensation Scheme if the bank failed we would

be unable to access our reserves quickly. To get the 1.65% on instant access reserves, we must have a Co-Op cheque account. We could still have dual signature cheques.

Santander UK is legally separated from Banco Santander so the instability of the Spanish economy is not a factor. The best Santander rates would be achieved if we moved all accounts there and used internet banking, otherwise the instant access reserves rate would drop to 0.5%. We could still have dual signature cheques.

The Charity Bank scores highly as an ethical bank but does not have a local branch and the account has to be operated by post or telephone. It can only sensibly be used for the reserves, keeping the Lloyds cheque account.

The combination options allow us to keep the cheque account with Lloyds and get better investment returns elsewhere but add complexity to the financial management.

For all options for investing reserves, we will need to develop a dual authorisation process for moving funds between the cheque account and the reserve accounts.

A debit card can be issued to the Clerk for all options with the exception of the Charity Bank.

### **Assessment**

As is often the case, the greater returns are obtained by accepting greater risk and greater management complexity. To what extent is DFPC willing to go in order to increase revenue?

Most of the returns come from the one year fixed rate investments. Once these are established they require no management, so arguably it would not be onerous overall. However, as the current rates for ISAs are higher than fixed term bonds (other than the Co-Op) it would make sense to invest the maximum (£15,000) in an instant access cash ISA, serving as both long term and instant access reserves.

### **Recommended options for detailed investigation.**

1. Remain with Lloyds cheque account with a £5000-£14000 balance and invest £15,000 in an instant access cash ISA or Co-Op one year bond. Annual return £225-255.
2. Move completely to Santander with a £15,000 instant access ISA. Annual return £275.
3. Move completely to the Co-Op with £10,000 in a one year bond. Annual return £342.

## **17. Progress reports on previous actions, not on the Agenda**

- a. **Traffic Regulation Order & Parking.** Amendments to the Traffic Order agreed at the last meeting have been agreed by Highways and incorporated into a revised proposal. Cllr Sander's locality budget transfer is complete.  
Janet Jenner has responded to the Council's letter asking delivery lorries not to park on Tavistock Road, explaining that the café cannot accept deliveries to the rear entrance owing to the steep steps. She has discussed delivery van parking previously with PCSO Mark Canvin, who has advised the current, longstanding arrangements are reasonable. Delivery vans are only on site for short periods and the lorry in the photograph featured in the Princetown Times was not delivering to the café. While she is sympathetic with the occasional congestion, there is little she can do to alleviate it.
- b. **Councillor Back Pocket Briefs.** Review on what to include and how many to produce.

**c. Other outstanding actions.** See table below:

<u>Meeting</u>	<u>Action</u>	<u>Lead</u>	<u>Status</u>
June	Make £750 donation to St Raphael's	Clerk	Awaiting cheque signature
	Submit planning application on behalf of the football club.	Clerk	Awaiting details from Warren.
	Ask Gerald for defibrillator on outside of store	Wendy	On a suitable occasion
May	Let new grass cutting contract	Clerk	Letter of instruction issued. Awaiting quote for 2nd cuts Churchyard. Charity shop will fund 1 cut. Additional revenue sources will be investigated to fund Churchyard grass cutting.
	Investigate feasibility of grants for bowling green	Clerk	Skate Park likely to be opposed by local residents (as before). Bowling Green to be investigated.
April	Approach local businesses for chargeable links and adverts	Clerk	Outstanding
	Councillors to provide photographs for website	All	Emma, Cliff, Paul & Wendy W outstanding
	Monitor progress on the biomass boiler	Jackie	Difficulties encountered with response from DNPA. Intend to escalate issue within DNPA management and raise issue with WDBC Environmental Health.

**18. Urgent decisions since the last meeting**

None.

**19. Any other business**

Limited to the exchange of information.

PUBLIC SESSION

**20. Date of the next meeting**

The next meeting will be at 1930 Monday 11 August 2014 at Princetown.



Nigel Tigwell  
Parish Clerk