

Dartmoor Forest Parish Council



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7 October 2014

Councillor Notes for the Parish Council Meeting at 1930 on 13 October 2014 in Princetown Community Centre.

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

* Hard copy as well as email.

I have been having problems with Weebly which means that some documents are not loading properly on the website and the presentation of some of the Correspondence items is poor. This is a Weebly wide problem and their Customer Services assure me they are working on it, but no timescale have been given. Let me know if you cannot access documents I have referred to and I will email them to you (noting I am out of office Wed/Thu/Fri this week).

1. Apologies.

I have apologies from Val; and a standing apology for Mondays from Paul.

2. Declarations of Interest

No amendments have been reported to date.

3. Minutes of the last meeting.

Three amendments to the issued first draft (underlined):

9. **1914 Commemoration Garden** Wendy Stones agreed to purchase the mortar on behalf of The Council and that the WI would carry out the work.

9. **Postbridge Village Hall** It was agreed that the reduced fee route should be followed with DFPC meeting the cost, but that it should be made clear to the PVH Committee that this would be the Council's final financial contribution to the extension project

10. **Southern Link** Councillors supported the applications for Vehicle Activated Signs for Chillaton and Lifton; and the contribution to the Ward and Chowen Digital Archive project

Councillors may also wish to minute their thanks for Ann Inman covering the previous meeting as Acting Clerk.

4. Police Matters.

A former resident of Princetown has been released from prison recently. He is living in Plymouth and is suspected of involvement in questionable activity in Tavistock.

5. Repairs, Maintenance & Highways

Resurfacing work in DNPA car park and Station Cottages. Correspondence item 3.

Surface dressing on various locations on the B3357.

Highways consultation on future (reduced) service provision – see Correspondence item 12.

Track improvements from the old station stables to the railway line to support Princetown as a cycling hub. This was proposed as an item for consideration at the last meeting. I have contacted Jo Rumble to see whether anything here had been considered as part of Granite and Gears and am awaiting a response.

6. Review of Code of Conduct.

The amendments are essentially clarifying the rules about personal interests. I will update the DFPC Code of Conduct accordingly and will put it on the website for consideration. This may not be until the weekend.

7. DNPA Cycling Guidance Consultation

See Correspondence item 18.

8. 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	tba
Pavilion Youth Club	Wendy S	tba
Parking Committee	David	tba
Princetown Primary School	Wendy W	tba
Emergency Planning Sub-Group	David	tba
Public Library Sub-Group	Wendy S	Correspondence 15. DCC updated proposals.
Parish Plan Sub-Group	Alison	tba
Play Area Sub-Group	Cliff	See Previous Actions section
Princetown Toilets Sub-Group	Clerk	Nothing to report
Postbridge Village Hall	Val	Correspondence 14. Grant application to DNPA – DFPC comment/support?
Fire & Rescue service	Paul	tba
Food bank	Wendy S	tba
Emergency Committee	Clerk	Nothing to report

9. Reports from other meetings

Southern Parish Link Committee Meeting 18 September (Paul Turnbull/Clerk). Draft minutes – see Correspondence items 21 and 17.

West Devon Homes Company and Tenant Annual General Meetings 25 September (Wendy Stones) – see Correspondence item 1.

Tavistock & District Local Economic Blueprint Stakeholder Workshop 6 October (Clerk) - see Correspondence item 19.

10. Progress reports on previous actions, not on the Agenda

Defibrillators. The defibrillator cabinet and transformer have been installed in the Hexworthy telephone kiosk. The electrical connection is still to be made, after which the defibrillator can be installed. Concerns raised in the other Parishes have made me hesitate about making the electrical connections myself as this may invalidate our third party insurance leaving either me or the council liable for any (unlikely) injury through electrocution. It may be we need to pay

a certified electrician. I will enquire with the insurance company before the next meeting.

The Postbridge cabinet has been received, but I have not taken any steps to mount to date.

Banking arrangements. No action since last meeting

Traffic Regulation Order. See Correspondence item 10.

Grass cutting contract. The Clerk has written to Mike Druett and he has responded to David Worth, apologizing for the inactivity and reassuring the Parish Council he will continue as normal from October – see After Action item.

Investigate grants for a skate park. No further action to date

Outline plans for Play Area improvements Phase 3. No further action had been planned pending Emma Derham’s availability. However, now Emma has resigned we will need a new lead for this. We have been offered free plans and quotes package from Sovereign Playgrounds on 14 October as their representative is in the area that day, visiting a Plymouth primary school – See Correspondence item 20.

Approach local businesses for chargeable links and adverts. No action since last meeting

Training. The current planned training programme is shown in the table below. The Clerk is provisionally booked onto an unplanned one day DALC intensive course, which appears to be the most cost effective way of approaching the CiLCA qualification and hence DFPC attaining the General Power of Competence (assuming the Clerk gets all the preparatory work done beforehand!). The cost of the course is £120 which DFPC may wish to consider/approve – see Correspondence item 7.

Date	Time	Event	Provider	Attendees	Venue	Status
19/03/14	-	Certificate in Local Council Administration	SLCC	Nigel Tigwell	Distance Learning	Ongoing
22/10/14	1900-2100	Management of parks, open spaces, sports pitches, children’s play parks plus halls	Southern Link	Cliff Palmer Emma Derham Nigel Tigwell	Tavyside	Planned
12/11/14	0930-1600	Cemetery management	Southern Link	Val Greatrex Nigel Tigwell	Tavyside	Planned
18/11/14	0930-1645	CiLCA Intensive Portfolio	DALC	Nigel Tigwell	Exeter	Provisional

11. Planning applications

a. The current status is:

With the Parish Council	0522/14	Agricultural livestock building - Smallwaters, Postbridge
Recent DNPA decisions	0351/14	Blackdown Piper Farm - refused
	0400/14	Agricultural building Dunnabridge Farm – conditional approval
With DNPA	0459/14	Improvements to Princetown Football Pitch
Awaiting enforcement action	0164/07	Beardown Farm un-authorized chalet. Clerk is awaiting update from Jo Burgess.

b. Planning application charges – see Correspondence item 5.

12. Correspondence

Correspondence has been uploaded to the website. Items that may require action and are not covered elsewhere on the agenda are:

Additional WDBC 'Our Plan' Workshop on 15 October for Parishes not represented on 26 September. WDBC are pushing to have all Parishes involved, a Councillor may wish to volunteer - see Correspondence item 11.

Devon Association of Local Councils (DALC) Newsletter. Now available to individual councillors – see Correspondence item 13.

West Devon Connect Roadshow. A Councillor may wish to attend – see Correspondence item 16.

The Mayor of West Devon invites the Chair or representative of Dartmoor Forest Parish Council to her Civic Service on Sunday 19 October at 1500 Fairfield Church, Okehampton followed by afternoon tea. A Councillor may wish to attend – see Correspondence item 22.

13. Financial management

a. Cheques to be approved this month:

796	A Jaques Litter Picking	£ 53.65
797	Nigel Tigwell - Pay & Defibrillator Expenses	£ 562.81
798	HMRC - Income Tax	£ 86.00
799	Wendy Stones - Mortar Expenses	£ 176.66
800	Duchy - village green rent	£ 36.00
801	Bere Ferrers PC - Defibrillator Cabinet charge	£ 18.00
802	TASS - donation	£ 75.00
803	WDBC - half yearly cemetery rates	£ 62.00
804	DNPA – PVH Planning Application	£ 97.50

b. Bank Reconciliation.

Balance on last statement (30 September)	£ 29738.50
Outstanding Income	
Nil	
Outstanding Cheques	
Nil	
Reconciled total	£ 29738.50

c. **Forecast of Outturn.** I will produce the tables and graphs and upload them to the website but this may not be until the weekend.

d. **Precept.**

I have not started detailed precept planning but there have been a number of precept related issues that have arisen in the last month – see Correspondence items 6, 8 & 9:

Council Tax Support Grant will reduce by £255

Grass cutting costs may rise if Mike Druett cannot cope with the workload in his new job (potentially an extra £2200 based on the recent competition)

Destination Okehampton request for S137 funding up to 1% precept (about £150)

TASS has requested consideration for S137 funding. Other current year S137 donations included Parish Link, Around & About, Youth Club, St Raphaels', Postbridge Village Hall, Tavistock CAS and the firework display.

I would be grateful if councillors consider relative priorities for future spend and potential S137 donations we may wish to budget for in next year's precept.

14. Urgent decisions since the last meeting

None.

15. Councillors

- a. Process of recruitment to fill a casual vacancy.** Just to remind Councillors: The Clerk has to post the vacancy notice with 14 clear working days before the deadline for responses (15 October). If there is no response, the Clerk will post the co-option notice, giving a minimum of 14 clear working days for responses (5 November). Applicants are interviewed and if an applicant is selected they are invited to the Council meeting. The formal induction must be completed within 21 days, including signing a Declaration of Acceptance of Office and completion of a Register of Business Interest. Emma's last planned meeting is 11 November.
- b. Eligibility to represent the Wards & the Parish.** Following Jackie's move I have been reading up on the rules for Councillors' eligibility for Parishes and Wards. The statutory requirement for Parishes is that the Councillor must have lived or substantially worked in the Parish, or within 3 miles of it, for the previous 12 months. There appears to be no statutory requirements regarding the eligibility for Wards.

In the past I believe it has been custom and practice in Dartmoor Forest to require a Councillor to live in the Ward they represent, although there is no rule to this effect. However, if the statutory Parish criteria were applied to the Wards, which would be considered reasonable, an alternative criteria would result:

As the boundary of Princetown Ward is Higher Cherrybrook Bridge and this is less than 3 miles from the majority of dwellings at Postbridge and Bellever, a Postbridge resident could represent a Princetown Ward.

The boundary with the Huccaby Ward is the milestone near Prince Hall. If the 3 mile rule is interpreted as road miles then residents of Huccaby/Hexworthy/Dartsmeet cannot represent the Princetown Ward. However, if it is interpreted as the crow flies Huccaby and Hexworthy residents could.

It makes sense to clarify the Ward and Parish eligibility criteria in Standing Orders. I am happy to draft these but need Council rulings on whether the Council wishes to:

Require Councillors to live or substantially work in the Wards they represent.

or

The statutory requirements for the Parish should be applied as discretionary requirements for the Wards;

and if so

Whether the 3 mile rule should be interpreted as the crow flies or as road miles.

16. Postbridge 3G Signal

Postbridge is a complete black spot for 3G signal but Val's results indicate we would have more than enough broadband capability to install a Vodaphone open sure signal unit, costing around £30pa,

close to the telephone exchange, which should provide decent 3G cover from around the Visitors Centre to the Village Hall. We have missed the formal deadline to apply for the scheme but I imagine I will be able to argue us onto it if the council agrees to proceed.

17. Date of the next meeting

The next meeting will be at 1930 11 November 2014 at Princetown.