

# Dartmoor Forest Parish Council



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2 December 2014

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

Hexworthy/Huccaby Ward:	Princetown Ward:	
Cllr Alison Geen		Cllr Wendy Stones
<b>Postbridge Ward:</b>	Cllr Gregg Manning	Cllr Paul Turnbull
Cllr Wendy Watson	Cllr Cliff Palmer	Cllr David Worth
Cllr Val Greatrex	Cllr Mark Renders	

David will chair the meeting

1. **Apologies.** Alison has tendered her apologies.
2. **Introduction of New Councillors.** David and the Clerk inducted Mark Renders as a Councillor on 2 December and will conduct the suitability interview and briefing for Stephen King on the afternoon of 8 December.
3. **Declarations of Interest.** Mark and Stephen will present their initial declarations. No amendments for other Councillors have been reported to date.
4. **Minutes of the last meeting.** No amendments to date.
5. **Police Matters.** See attached quarterly community policing report for Southern Links.

The Clerk has consulted WDH about young vandals but has been advised it is a Police matter as the vandalism is being perpetrated in the community rather than the housing area. This might be reviewed if the Police receive reports of problems within the WDH area.

A Parishioner has received a custodial sentence for their childrens' non-attendance at school.

### 6. **Repairs, Maintenance & Highways**

Highways consultation on future (reduced) service provision has become a hot potato. It is a central issue for the Southern Link meeting and is expected to be challenged at the Super Link 8 December.

Surfacing works will close the road at Dartmeet on Friday 5<sup>th</sup> and Monday 8<sup>th</sup> December, but the road should be open on Saturday and Sunday.

The bridleway from B3212 to old railway line has been badly damaged by SWH. The Clerk and David have liaised with DCC, SWH and DNPA. The consensus is to leave it in its current state until spring when it will be refurbished as part of the Granite and Gears project as attempted repairs with the ground in its current state will do more harm than good.

DFPC has joined with other Parishes to bid for TAP funding which would pay for 3 days effort from a 2 man Highways Lengthsmen team in the Parish. Funding will depend on recommendation by Southern Links (4 Dec) and approval from County and Ward members.

## PUBLIC SESSION

### 7. Review of Procedures

This is the latest development from the Clerk's study for the Certificate in Local Council Administration. DFPC's Complaints Procedure dates from 2003 and does not meet current standards. Currently there is no Grant Award Policy or Procedure but it is a formal requirement: see separate draft documents.

There will be other procedure updates in coming months, prioritised by focussing on those needed for the Clerk to qualify first. Also the Co-Chairs and Clerk will meet in the new year to consider potential time management arrangements to reduce the length of meetings while ensuring effective management of all activities.

8. **Request for Donation.** Saint Gabriel's have requested a £200 donation to enable them to put and engraved brass plaque inside the church commemorating their war dead. Councillors may wish to consider this in year (budget is available) or within the precept for next year.

9. **Grass cutting options 2015.** Grass cutting costs dominate the precept. The investment appraisal is not yet complete, but the clerk will brief the meeting on the latest position. The three main options are: using an outside contractor such as Glendale's; using Mike Druitt plus another local contract; buying equipment and hiring a labourer to do the work.

10. **Precept.** The Clerk's report on the updated precept for 2015/16; this is still in the process of updating and will be uploaded to the website in the next few days.

11. The Duchy has proposed raising the Play Area & Green rental from £60pa to £70pa for the next 3 years. Percentage wise this is a massive increase (17%) but in cash terms it is small. Councillors may wish to consider whether to challenge the proposal.

12. **Bellever Close and other Duchy Housing Proposals.** To date the Clerk has heard nothing back from Tom Stratton about the alternative proposals for the Bellever Close development, but it is anticipated we should have feedback before the meeting.

### 13. 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	See Wendy's report.
Pavilion Youth Club	Wendy S	See Wendy's report.
Parking Committee	David	Awaiting a date for limited parking implementation
Prinetown Primary School	Wendy W	
Emergency Planning Sub-Group	David	Sand & sandbags will be delivered to Postbridge VH
Public Library Sub-Group	Wendy S	See Wendy's report.
Parish Plan Sub-Group	Alison	Nothing to report
Play Area Sub-Group	Cliff	
Prinetown Toilets Sub-Group	Clerk	Nothing to report
Postbridge Village Hall	Val	
Fire & Rescue service	Paul	
Food bank	Wendy S	
Cemetery	Clerk	Memorial repair and open way to extension
Training	Clerk	New Councillors & Elections
Christmas Tree	Wendy S	Nothing to report

**14. Reports from other meetings**

Southern Parish Link Committee meeting 4 December.

Super Parish Link Committee Meeting on 8 December with Cllr John Hart briefing about the DCC Budget will be reported as soon as practicable..

**15. Planning applications**

a. The current status is:

With the Parish Council	0651/14 0650/14	Demolish 1 story extension & build new 2 story 5 Forestry Houses, Bellever Extension and new disabled access Postbridge Village Hall
Recent DNPA decisions	0577/14	Single Story Extension Dartmoor Brewery Princetown approved
With DNPA	0609/14 0522/14	Rear extension 10 Moor Crescent Princetown Agricultural livestock building - Smallwaters, Postbridge – an additional Devon bank has been required
Awaiting enforcement action	0164/07	Beardown Farm un-authorized chalet. Clerk is awaiting update from Jo Burgess.

Councillors are recommended to support 0650/14 and opposed 0651/14.

**16. Correspondence**

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

Nil to date.

**17. Financial management**

DALC have recommended the Clerk should hold additional reference books. Some of these are downloadable, but some must be bought, see below.

It has also been strongly recommended by DALC that the DFPC Clerk should be a member of the Society of Local Council Clerks (SLCC) which offers services and advice beyond that provided by DALC. It is conventional (but not obligatory) for the Council to pay the fee. If the Council pays the membership covers any Clerk employed by the Council (ie a new Clerk would automatically be covered by the membership).

There is a £5 joining fee for SLCC and annual membership is £76. Among other benefits, this gives DFPC discounts off the list price of reference books.

Book	Full Price	Discounted
The 2013 Clerks' Manual (with binder) ISBN: 0-9550389-0-1	£67.50	£47.50
Local Council Finance	£21.00	£16.80
Cemetery Management & Administration For Town And Parish Council Clerks	£36.00	£27.00

The Clerk recommends DFPC joins SLCC and purchases these reference books at the discounted price.

a. Cheques to be approved this month:

818	DALC - Training Course	£ 144.00
819	A Jaques - Litter Picking	£ 56.33
820	Society of Local Council Clerks - joining and membership (if approved)	£ 81.00

b. Bank Reconciliation.

Bank statement not received to date - will present reconciliation at the meeting.

Balance on last statement ( )	
Outstanding Income	
Outstanding Cheques	
Reconciled total	

c. **Forecast of Outturn.** See separate document.

**18. Progress reports on previous actions, not on the Agenda**

**Defibrillators.** The Postbridge Stores may be put up for sale in the near future. To avoid complications, the Clerk has approached DNPA about mounting the defibrillator on the Visitors Centre. DNPA have agreed in principle but we need to go through the details.

**Postbridge 3G Signal.** Vodafone have selected Postbridge and Bellever as one of their 100 sites nationwide. Val and the Clerk will meet their technical surveyors 1000 Friday 16 December to escort them around the village to enable them to assess technical viability and plan installation.

**Outline plans for Play Area improvements Phase 3 and investigate grants for a skate park.** The Clerk has reviewed the more recent documentation for Phase 3. Costs appear to be high and alternative options need to be investigated, especially for the shelter. Mark has agreed to get involved, in part taking Emma's place.

19. **Urgent decisions since the last meeting.** None.

20. **Exchange of Information.** This is the procedurally correct name for the former Any Other Business.

**PUBLIC SESSION**

**21. Date of the next meeting**

The next meeting will be at 1930 **Tuesday 13 January 2015** at Princetown.