



Parish Clerk: Nigel Tigwell, Wheal Lucky House, Rundlestone. Princetown, Yelverton, Devon. PL20 6SS
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4 March 2015

Councillor Notes for the Parish Council Meeting at 1930 on 10 March 2015
in Princetown Community Centre.

Updated 6 March

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

Alison will chair the meeting

Today (10 March) is Wendy Watsons 60th birthday. Many Happy Returns of the Day.

1. Apologies.

I have an apology from Val.

2. Declarations of Interest

No amendments have been reported to date.

3. Minutes of the last meeting.

No amendments have been reported to date.

4. Planning applications

With the Parish Council	0071/15	External wall insulation Wheal Lucky House, Rundlestone
Recent DNPA decisions (all conditional approval)	0719/14	Single & 2 story side extensions, rear terrace and car port – Dartlands Hexworthy
	0713&14/14 0684/14	Barn conversion Dunnabridge Pound Farm Demolition of existing dwelling and building new - Tor View Bungalow, Postbridge
With DNPA		Nil
Awaiting enforcement action	0164/07	Beardown Farm un-authorized chalet. Clerk has written to Stephen Belli and Tom Stratton and is awaiting a reply.

5. Annual Parish Meeting

The Clerk has invited the Governor of HMP Dartmoor to be the guest speaker and is awaiting a reply (see After Action Pack).

Following discussions after last year’s APM, the Clerk will write to local community organisations inviting them to speak or submit a written brief on their’ organisations activities in the Parish over the last year and their plans for the future.

Alison will chair the Annual Parish Meeting this year.

6. Review of Procedures

Play Area Maintenance Procedure. See briefing documents.

Amendments to the Grant Awarding Procedure. See briefing documents.

7. Implications of Elections 2015

I expect to receive candidate application packs in week commencing 9 March (correspondence 11).

8. Financial management

a. Cheques to be approved this month:

833	Nigel Tigwell - Defibrillator Project Expenses	£ 63.18
834	Wendy Stones - Storage Box	£ 6.00
836	A Jaques - Litter Picking	£ 56.33
837	Nigel Tigwell – Southern Link Meeting costs	£ 150.00
838	Dartmoor Preservations Association	£ 250.00

b. Bank Reconciliation.

Balance on last statement ()	Not yet recieved
Outstanding Income	
Nil	
Outstanding Cheques	
Reconciled total	

c. **Forecast of Outturn.** See briefing documents.

d. **Assets Register.** The updated assets register is in the briefing documents. The clerk would be grateful if you check it for omissions.

e. **Requests for Donations.** There are two requests:

- i. The Pre-School for a £100 grant to support a trip to the miniature pony sanctuary. I have not received supporting documentation (a copy of the previous year's accounts and outline budget for this year to demonstrate the need for Parish Council funding).
Note: The Pre-School has withdrawn its request for a grant as their accounts are with the auditor at the moment and 'it is only for a small amount of money and hardly seems worth it'.
- ii. St Raphael's Church for a £750 grant to help with fabric repairs. Supporting documentation is in the briefing documents. Section 137 rules may preclude this grant being made before the Council assumes a General Power of Competence.

f. **Office Equipment.** The Council's printer has failed. It stopped printing red about a year ago; stopped printing yellow several months ago; has needed daily cleaning for the last couple of months; and has now stopped printing altogether, displaying an incorrect error message that will not clear. I have searched online for solutions but nothing has worked. The printer was bought in 2008, is now 7 years old and I believe it needs to be replaced. The failed printer is a colour duplex HP 2605dn. My preference would be to continue with the colour duplex capability. Duplex printing is a significant saving on paper consumption and file storage space. The ability to print in colour is ideal for posters and printing documents sent to the council with coloured fonts and illustrations. However, the capability comes at a price. I have done preliminary research on costs and offer the following alternatives:

- i. **Modern equivalent of the failed printer.** The failed printer is an HP 2605dn. I am advised the modern equivalent is the HP M451dn, which costs around £225 ex VAT.
- ii. **Colour duplex.** Online costs for generic brands colour duplex laser printers seem to fall into the range £145-£200 ex VAT.
- iii. **Black and white duplex.** Online costs for generic brands monochrome duplex laser printers seem to fall into the range £90-£150 ex VAT.
- iv. **Black and white single sided.** Online costs for generic brands monochrome basic laser printers seem to fall into the range £ 50-100 ex VAT.

I will undertake more detailed research on the best buys, but seek councillor's guidance on which printer capability the council should have.

9. Committees, Sub-Groups & Special Interests

Questions about previously circulated reports from Committees, Sub-Groups and Special Interests by lead Councillors.

- a. **Community Centre.**
- b. **Pavilion Youth Club.**
- c. **Parking Committee.**
- d. **Emergency Planning Sub-Group.**
- e. **Public Library Sub-Group.** I have left messages on Bryan Harrys answer machine asking him to contact me with an update on the library but have heard nothing to date.
- f. **Play Area Sub-Group.**
- g. **Postbridge Village Hall.** Some newcomers to the village have been interested in joining the PVH committee, including a new Treasurer. The new borehole for independent supply of water will be installed in the near future. Vodafone has selected the Village Hall as one site for Rural Open Sure Signal in the village.
- h. **TAP Fund.** The application with Buckland Monachorum and others will be considered at the March meeting of the Southern Link. The application with Lydford for VAS signs will be presented for the June meetings.
- i. **Princetown Primary School.**
- j. **Fire & Rescue Service.**
- k. **Cemetery.** Seven invitations to tender were sent out with a closing date of 6 March. I am confident of receiving at least two tenders as these have discussed the project with me either onsite or by phone. Update of procedures and documentation is still outstanding.
- l. **Training.** Nothing to report.
- m. **Christmas Tree.**
- n. **Emergency Committee.** Nothing to report.

10. Reports from other meetings

- a. **Pre-Links Chairman's Meeting.** The Link Clerks (Jane Gillard and Nigel Tigwell) were instructed to conduct a review of the Link areas following the restructuring of the Borough ward boundaries. Several options have been put forward, each following a different logic. Dartmoor Forest will either remain in the Southern Link [equal population and funding] or move to the Eastern Link [commonality of issues]. The options will be discussed at the next round of Link meetings.
- b. **Highways Parishes Interface Meeting.** This meeting agreed the communication and business arrangements between Highways and Parishes was generally poor. Information sent out by Highways had a patchy and inconsistent distribution, key information was 'hidden' on the DCC website and Parish proposals frequently disappeared into a 'black hole' with no response until chased. Equally Parishes had failed to understand the constraints under which Highways had to operate. A number of measures were agreed that I will brief at the meeting. A follow up meeting will be held in 3 months.

11. Other Issues Requiring Decisions

None identified to date.

12. Project progress reports

Postbridge 3G Signal. The Vodafone technical team visited the parish on 11 February and has produced final designs for the Postbridge host sites. Property owners need to accept the design and the legal agreement (or negotiate amendment to it) before installation can start. DNPA is content. Val & Julian Greatrex are attempting to renegotiate the agreement. The Village Hall Committee has yet to respond. We do not have an agreed site in Bellever at this point. Three original volunteers have pulled out and one has expressed disquiet at the proposals. The Clerk will endeavour to find a new

site but it is possible the project may either proceed incrementally or the Bellever uncertainty may stall Postbridge implementation. This project is taking up a lot of the Clerk's time.

Defibrillators. Following an onsite meeting with the Clerk DNPA has agreed to site the Postbridge defibrillator externally on the Visitors Centre, but require DFPC to pay the installation fee of £132 ex VAT. I have tried to negotiate the price down but was unsuccessful. The cabinet should be fitted by 13 March. The Clerk now has the new transom panels for the Hexworthy defibrillator and will fit them at a convenient time. Once we have both defibrillators in their cabinets I will contact Heartbeat and initiate the process to have them registered with SW Ambulance Trust. This will involve having a mandatory inspection and maintenance regime, with satisfactory completion reported on the Heartbeat website weekly. This will need a short procedure and a small group of volunteers to service each location.

Cemetery improvements. Seven invitations to tender for work to join the cemetery and extension were sent out with a closing date of 6 March. I am confident of receiving at least two tenders as these have discussed the project with me either onsite or by phone.

Grass cutting options. DPA volunteers have made a good clearance of the churchyard in February with around a dozen people working each day. I anticipate receiving an invoice for £250 before the meeting. The Clerk has not progressed any detailed costings as yet for the purchase of council equipment for grass cutting owing to lack of time. The Council may wish to consider establishing a small sub-group to consider which equipment to buy.

PHT Grant application for gardening club and equipment. Decisions on funding are expected within 2 months. Meanwhile interest is picking up in the village.

Risk assessments and procedures. Progress has been reported at agenda item 6 above. There is still some way to go before the Council meets modern standards.

Adding additional names to the War Memorial. There has been no progress on this project. The Council may wish to consider establishing a small sub-group to gather the details concerning the new names and establish the process to follow for them to be added to the memorial.

Play Area improvements Phase 3. The Clerk has received details of various company's products and offers but has not progressed any action or investigated any funding owing to lack of time. The Council may wish to consider establishing a small sub-group to consider the way forward.

Outline plans for a skate park. There has been no progress on this project.

Track and Path Repairs. DNPA are expected to begin repairs of the Ivybridge Lane to South Hessary Tor in the near future and move onto the bridleway from the boundary cottages to the railway line afterwards.

13. Urgent decisions since last meeting

Nil.

14. Exchange of Information

Limited to the exchange of information & items for next meeting

15. Date of the next meeting

The Annual Parish Meeting will be held at 1900 Monday 13 April at Princetown. The next DFPC meeting will follow this at approximately 1930.