

DARTMOOR FOREST PARISH COUNCIL

**Minutes of the Council meeting held on Tuesday 5 July 2011
in the Community Centre, Princetown at 7.30 pm**

Present

Princetown
Emma Derham
Gregg Manning
Wendy Stones
David Worth

Postbridge
Val Greatrex
Wendy Watson

Hexworthy/Huccaby
Alison Geen (Chair)

Apologies

Princetown
Cliff Palmer
Sarah Ruffles
Paul Turnbull

Postbridge

Hexworthy/Huccaby

Absent without Apology

Princetown
None

Postbridge
None

Hexworthy/Huccaby
None

In Attendance

Councillor Lynn Rose (WDBC)
Councillor Philip Sanders (DCC)
PCSO Mark Canvin

There were two members of the public present

A G E N D A

1.	To receive apologies
2.	To accept the minutes of the meeting held on 6 June 2011
3.	Matters arising from the previous meeting and not on the Agenda
4.	Report from Beat Manager
5.	Co-Chairs' casting vote system
6.	Jubilee celebrations 2012
7.	Princetown toilets payment system
8.	Play area development
9.	Community Centre & Youth Club
10.	Repairs & maintenance
11.	Update on Highways jobs
12.	Reports from Committees
13.	Reports from meetings with other groups
14.	Correspondence
15.	Financial management
16.	Planning applications
17.	Urgent matters at the Chair's discretion
18.	Any other business

Date 1 August 2011

Signature of Chair

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1. Apologies

There were apologies from Cliff, Sarah and Paul

2. Minutes of the previous meeting

The minutes of 6 June were agreed as a true record and signed by the Chair

3. Matters arising from the previous Meeting

- 3.1 **Parish Plan meeting** – Difficulties with availability had meant the inaugural meeting had not yet taken place [**Post-meeting note:** the meeting took place on 19 July]
- 3.2 **Town and Parish Council Voice** – A “Super Link Committee” will be held in Bratton Clovelly Village Hall on 26 July at 7:00 pm to discuss proposals for a way forward
ACTION: Clerk to ask Paul if he can attend
- 3.3 **Duchy Response re; Wall opposite War Memorial** – The Duchy had provided a plan of the area, which showed clearly that the Council was responsible for upkeep of the wall. Councillors said that a letter should be sent to the Duchy, terminating the agreement with them
DECISION: The Clerk cautioned against this action and recommended that quotes for repairs to the wall should be obtained to enable an informed decision to be made on the future of the agreement with the Duchy. This was agreed
- 3.4 **Duchy Response re; Walls beyond Dartmoor Prison** – It was noted that repair work had started
- 3.5 **Duchy Response re; Pre-School Signage** – The Duchy’s comment on the preferred type of sign was noted.
DECISION: The Clerk recommended that a price for the sign should be sought and a letter sent to Mrs Parr to say that the Council would be willing to install the sign, but could not afford to pay for it. This was agreed
- 3.6 **Duchy Response re; Royal Court Grass Cutting** – The Duchy had agreed to extend the grass cutting area to improve the outlook from Royal Court, but said that it would be uneconomical to cut the wider area on a regular basis
- 3.7 **War memorial cracked post** – Tony Halse from DNPA had confirmed that this repair was on the list, but it may take a while for it to be done as the team was very busy at the moment [**Post-meeting note:** the repair has been carried out]
- 3.8 **Dog bin sign in Ivybridge Lane** – item carried forward

4. Report from Beat Manager

PC Dave Pickles had responded by email to Wendy S’s query at the previous meeting regarding contacting Officers under the new arrangements. The email read as follows:

*“The station still has officers working. But the public counter is closed.
Officers still work from the station and a proportion have been redeployed elsewhere – these are mainly response staff.
Telephone numbers are of course 999 for emergencies, 08452 777 444 for general or non-urgent enquiries. General advice can be obtained by ringing the latter number (Force Enquiry Centre), or an incident log created, an appointment made to meet an officer, or a message left for an officer to get back to the caller. Email is also a useful method i.e. firstname.surname@devonandcornwall.pnn.police.uk”*

Date 1 August 2011

Signature of Chair

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Mark and I remain on the beat. Roles have expanded however, and all police officers have been put on a shift pattern heavily biased to evening and night-time working. PCSO colleagues' duties remain as they were. A call to the Force Enquiry Centre on the 08452 number can determine when a particular officer is on duty. I hope that this helps"

Mark Canvin said that there had been a possible sighting in Princetown of a person on licence not to approach children under 16 years of age. Mark said that he was working with the person's Probation Officer. He urged residents to continue to be vigilant and to report possible sightings to him or to 999, depending on the circumstances of the sighting.

The perpetrator of the Community Centre window breakage had been identified and the parents had agreed to pay for the repair. The community justice approach had been used to avoid a crime report being raised, resulting on the perpetrator apologising to the Duchy, who were satisfied to treat this as an end to the matter.

Mark said that the Police strategy in operation at the moment was to deal with "hangers on" by working with their parents to identify, and eliminate, anti-social behaviour. This approach was being used for the girls' group that had been causing problems in the village and had resulted in a reduction in activity over the past few weeks.

Wendy S described a group that she had seen in the village with a young child attached to an older group and Mark said that he would follow this up.

Mark said that a young person from Princetown had been placed on a Youth Improvement Support Programme (YISP). Police Officers were working closely with the young person to improve behaviour

Mark said that the Community Centre had been designated a "Police Local Priority" for approximately six weeks. This meant that, between responding to calls, Response Officers would concentrate on checking the Centre. The six-week period might be extended if problems were reported.

Mark said that he was working with the Duchy and with the new Community Centre Committee to rectify the design problems that made the Centre an easy target for damage.

Mark said that car crime continued to be low in the south of the region

5. Co-Chairs Casting Vote

Alison and David wished to clarify the position regarding use of the casting vote, given that the Council, effectively, had two Chairs.

The Clerk quoted paragraph 8.4 from Local Council Administration (Eighth Edition);

"The person presiding at a council meeting (whether he is the chairman or not) has a second, or casting vote....."

This meant that the Co-Chair acting as Chair at a meeting had the casting vote in that meeting. This was noted for future reference

6. Jubilee Celebrations 2012

There was a brief discussion about mementoes and it was noted that the Duchy and DNPA each donated £100 to the Parish Council for this purpose on the occasion of the Queen's Golden Jubilee in 2002. Wendy S said that the Community Fund was also a possible source of a donation.

Wendy and Emma agreed to form a sub-committee to deal with all matters concerning the Jubilee celebrations

Date 1 August 2011

Signature of Chair

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7. Princetown Toilets Payment System

To keep costs to a minimum, the coin boxes would be installed on the Ladies' and Mens' outer doors only. Disabled toilets would remain free of charge.

It was reported that installation of the coin boxes had started

8. Play Area Development

Pictures of the formal opening ceremony would be in the Tavistock Times on 7 July

As an interim measure, new seats had been ordered for the two junior swings

9. Community Centre & Youth Club (Wendy S)

The Community Centre was still trying to set up the new charity that would run the Centre. It was hoped that this could be achieved to enable the Centre to be handed back from the Duchy some time in August.

The Clerk suggested that the Chair of the new charity might be invited to a Council meeting to brief Councillors on the new arrangements and this was noted.

There was nothing to report on the Youth Club

10. Repairs & Maintenance

Nothing to report

11. Update on Highways Jobs

11.1 Grit bins would be installed before the next winter season started in mid-October

11.2 New Jobs

A car had hit Huccaby Bridge causing some damage. The matter had been reported to Highways for action

A resident had asked for the Albert Terrace road name sign to be removed from its present position, high up on the wall of number 1, to a more noticeable position at ground level

11.3 Existing Jobs

There was some confusion about the responsibility for maintenance of the road and pavements between the Railway Hotel and the Plume of Feathers Inn. Although Highways disclaimed responsibility, there was evidence that the road was treated during bad weather

The Clerk had sought clarification from the Duchy and was awaiting a reply

Date 1 August 2011

Signature of Chair

12. Reports from Committees

12.1 School (Wendy W)

Wendy said that the roll would stand at 61 in September, which included 12 new starters. All eligible children from the pre-school would start at the primary school in September.

End of term events included a guitar concert, a Spanish day and leaver services

12.2 Play Area (Cliff)

The large gated entrance was regularly left open. The padlock needed attention.

The Clerk's action to find out information regarding dog signage was carried forward

12.3 Cemetery (Val)

The problem about the lack of refuse collection had been resolved. Dave Fisher had previously emptied the container, placing the refuse in his own black bag. Val had now taken over this responsibility, with Dave Fisher as standby, if needed

12.4 Emergency Plan (David)

There were no comments on the draft Plan distributed at the previous meeting.

Wendy S suggested approaching the Fete Committee for a donation towards the cost of purchasing the items needed to support the set up of an emergency centre

13. Reports from Meetings with Other Groups

13.1 Southern Parishes Link Committee (Paul)

In Paul's absence there was no report from the meeting of 23 June

13.2 SPORTED Meeting (Wendy S)

The meeting was held on 4 July, and Wendy's notes are given below

At present the Sported initiative covers Devon, Cornwall and Somerset.

Twenty local people attended the meeting on the 4th

Princetown has been favoured for a football project.

Julian Wills is Regional Manager for Sported. He is a charity worker with young people. His Support Team:

- Mike Carpenter, Mentor P.E. teacher involved with 16 secondary schools , 60 primary and 10 special needs.
- Neil Jordain, Tavistock football development officer
- Hannah Colston, Officer for Leisure and Recreation WDBC. Can offer support and funding for development of pitches. Also seeking help from England Football Foundation, through to second stage.

SPORTED and WDBC have paid £600 fee to play in the Plymouth & District League.

Princetown Team can start at the beginning of the season in September.

Minibus hire is being investigated

Date 1 August 2011

Signature of Chair

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The pitch will cost £50,000 to drain and to raise it to a playable standard. Will not be ready until 2012/13.

Coaching to be given (There are four stages to being a coach.)

At the moment there are sufficient players for a senior team

Looking to a younger team of boys and girls from the primary school. At the moment girls can only play football with boys up to age 11.

Committee elected:- Chair: Warren

Vice: Nathan

Secretary: Anna

Treasurer: Simon

Ross put his name forward to train as a coach and others are considering this.

Will need sponsors and donations

Councillors agreed that someone involved in the football initiative should attend a Parish Council meeting at the appropriate time.

[Clerk's note: follow this link www.sported.org.uk/your-region for regular updates of Spored activity in the south west]

14. Correspondence

- 14.1 Proposal for Large Development Requirements** – Local Works asking for support to obligate developers to engage with town/parish councils
- 14.2 WDBC's Development Plan** – Adopted Core Strategy (2011) and Adopted Local Plan Review (2005), as amended by the Adopted Core Strategy 2011. These are viewable online by following this link www.westdevon.gov.uk/doc.asp?doc=17965&cat=2397
- 14.3 DNPA Local Planning Consultation** – There is a chance to contribute to the consultation via a series of events taking place in venues around the Park. Papers distributed to Councillors for information. The consultation ends on 23 September and information can be sent via email on a standard form, or it can be completed online. The Council's input will be discussed at August's meeting
- 14.4 Royal Visit** – HRH The Prince of Wales will be in Princetown on 11 July in connection with the 60th anniversary of the formation of DNPA. A Co-Chair and the Clerk will be in the line up
- 14.5 Reduction in Grass Cutting** – WDBC carries out grass cutting in the Borough on behalf of DCC. The number of cuts per season had been reduced as part of the cost reduction programme
- 14.6 Merging of Organisations** - Tavistock and Villages Development Forum (TaVi) was merging with Westden in July and would also work closely with Tavistock Branch of Senior Council for Devon and other organisations
- 14.7 Other Correspondence** – the following had also been received:
- Devon Home Choice
 - Submarine dismantling project – conclusion of consultation
 - Leaflets "Affordable Homes in your Community"
 - West Devon Connect – summer edition
 - WDBC Standards Committee papers for 12 July meeting
 - DNPA Annual Meeting papers. This link leads to information about all the Authority's Committees and Panels www.dartmoor-npa.gov.uk/aboutus/au-theauthority/au-committeespanels
 - DNPA Development Management Committee 1 July

Date 1 August 2011

Signature of Chair

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15. Financial Management

15.1 Accounts for 2010/11

The substitute auditor, Ken Abraham, had carried out the audit and the papers were sent to the Audit Commission to meet the 20 June deadline. The charge was £60, which was £10 more than the budgeted figure

- 15.2 **Cheque signatories** – The paperwork had been submitted and an acknowledgement had been received stating that no problems were found. The change was now being processed

15.3 Summary for June

Payments made	Ref 546	Clerk's expenses	£125.31
	Ref 547	M J Williams – litter picking	£51.39
	Ref 548	C Doidge – grass cutting	£330.00
Receipts	Ref 545	Santander dividend	£16.39
Balance in bank 30 June			£11,935.18
To Receive			
To pay	Ref 549	Sparling recycling – play area matting	£120.96
	Ref 550	K Abraham – internal audit fee	£60.00
	Ref 551	G L Jones – replacement swing seats	£121.80
	Ref 552	M J Williams – litter picking	£51.39
	Ref 553	C Doidge – grass cutting	£235.00

16. Planning Applications

- 16.1 The following planning application correspondence was received in June

DNPA Ref. & Applic. Type	Description	Location	Comments
11/0269	Covered silage clamp and adjoining cattle building	Prince Hall Farm Princetown	Supported
11/0249 Change of Use	Change of use from care home to part private dwelling and part guest house (6 letting rooms)	Moor Lodge Two Bridges	Supported (Sarah declared an interest)
11/0197 11/0006	Revisions to bunkhouse conversion plans	Prince of Wales Hotel Princetown	Supported (Sarah declared an interest)
11/0196	Lambing and straw storage building	Runnage Farm Postbridge	Granted: Work to start within 3 years Building to be used for agricultural purposes only and to be removed and land re-instated if use becomes redundant Development to cease if land contamination found. Not to be restarted until agreed remediation and verification has been carried out to the Planning Authority's satisfaction
11/0187	Agricultural workshop	Runnage Farm Postbridge	See 11/0196

Date 1 August 2011

Signature of Chair

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- 16.2 **Planning Appeal** – An appeal had been lodged by the applicants who were refused planning permission to build two properties in the garden of a property in Plymouth Hill, Princetown. Councillors had been provided with details
- 16.3 **Planning Application Comments** – A recent planning application for Hexworthy had highlighted the need for at least two Councillors to be involved in reviewing applications
DECISION: It was agreed that, when only a single Councillor was available to review an application, at least one more Councillor, from another Ward, would assist

17. Urgent Matters at the Chair's Discretion

- 17.1 **DNPA Structure Consultation** – The Council will review this at the August meeting

18. Any Other Business

- 18.1 **Summer Fete** – More than £957 had been made at the fete
- 18.2 **Princetown Bus Shelter** – Thanks were extended to Cliff and David who had carried out repairs to the lower bus shelter
- 18.3 **Princetown Station Road Confusion** – It would appear that the recent problem had occurred when a relief postman was delivering mail. The regular postmen do not have the same problem

PUBLIC SESSION

1. Weed levels on pavements in Princetown were now unacceptable.
ACTION: Clerk to check with WDBC
2. The manhole cover outside the former garage in Two Bridges Road needs attention
ACTION: Clerk to report to Highways
3. It is no longer possible to walk to Whiteworks due to fencing across Devonport Leat near Tor Royal
ACTION: Clerk to check with South West Water in the first instance
4. Councillor Sanders said that the new charging system at recycling centres in the Borough had not seen levels of fly tipping increase as much as had been feared
5. Councillor Sanders said that the consultation on the DNPA staffing structure would, inevitably, lead to redundancies if the Authority was to operate within its reduced budget
6. Councillor Rose said that she would follow up the Albert Terrace sign on behalf of the Parish Council (minute reference 11.2)

Next Meeting

There being no further business, the meeting closed at 9:30 pm

The next Parish Council meeting will be at **7.30 pm on Monday 1 August 2011** in the **Community Centre, Princetown**

David will chair the meeting

Date 1 August 2011	Signature of Chair

Sub-Committee and Groups

Jubilee Sub-Committee – Emma, Wendy S

Parish Emergency Group – Cliff, Wendy S, Paul

Parish Plan Sub-Committee – Alison, Val, Wendy S

Date 1 August 2011

Signature of Chair