

DARTMOOR FOREST PARISH COUNCIL

**Minutes of the Council meeting held on Monday 1 August 2011
in the Community Centre, Princetown at 7.30 pm**

Present

Princetown

David Worth (Chair)
Emma Derham
Gregg Manning
Cliff Palmer
Wendy Stones

Postbridge

Hexworthy/Huccaby

Alison Geen

Apologies

Princetown

Sarah Ruffles
Paul Turnbull

Postbridge

Val Greatrex
Wendy Watson

Hexworthy/Huccaby

Absent without Apology

Princetown

None

Postbridge

None

Hexworthy/Huccaby

None

In Attendance

Councillor Lynn Rose (WDBC)
Councillor Philip Sanders (DCC)
PC Dave Pickles
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 5 July 2011
3.	Matters arising from the previous meeting and not on the Agenda
4.	Report from Beat Manager
5.	DNPA local planning consultation
6.	Community Centre & Youth Club
7.	Repairs & maintenance
8.	Update on Highways jobs
9.	Reports from Committees
10.	Reports from meetings with other groups
11.	Correspondence
12.	Financial management
13.	Planning applications
14.	Urgent matters at the Chair's discretion
15.	Any other business

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1. Apologies

There were apologies from Val, Sarah, Paul and Wendy W

2. Minutes of the previous meeting

Minute 16.2 had been changed to read *“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.*

Public Session item 3 had been changed to read *“It was no longer possible to walk to Whiteworks due to fencing across Devonport Leat near Tor Royal”*

Subject to these changes, the minutes of 5 July were agreed as a true record and signed by the Chair

3. Matters arising from the previous Meeting

3.1 **Devonport Leat** – In addition to fencing across the Leat, it was also choked with weeds in places.

ACTION: Clerk to report this to South West Water

3.2 **Dog bin sign in Ivybridge Lane**

Cliff said that he would ask Mr Parr if he had the materials for another sign

3.3 **Princetown Toilets** – The recent problem had been caused by the automatic timelock mechanism being set, when WDBC had specified it should not be set. The matter has been resolved and is considered to be closed

3.4 **Proposal for Large Development Requirements – The Local Works** organisation had asked for support to obligate developers to engage with town/parish councils. A letter of support had been sent

4. Report from Beat Manager

Dave Pickles said that a working sheepdog had been seen roaming around in the Rundlestone area. Alison suggested that it might be one of two dogs that had gone missing whilst being cared for by other people during their owners' absence.

Mark said that the person reported at last month's meeting had subsequently been found in the company of someone under the age of 16. This contravened his release regulations and had resulted in his detention by the Police.

Mark said that the Police continued to work with members of the groups of young people in Princetown who were causing concern. He said that good progress was being made in engaging with the parents of “hangers on” and attention was now also being focussed on the ringleaders.

Mark said that local priorities on the website (locally, this was currently the Princetown Community Centre) did attract more resources, but residents needed to provide feedback on the effect that this was having. Wendy said that it would be wise to continue the priority on the Centre until the end of the holiday season. She also asked that the school could be a priority for the period 4th to 14th August whilst the arts and crafts exhibition was running.

Mark said that there were speed guns being used and high visibility patrols taking place on the Princetown to Yelverton road to deter speeding drivers.

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Mark said that, as part of the drive to reduce bureaucracy, notes in an Officer's book would not necessarily mean that first offences/offenders would be pursued any further. However, a debate was ongoing to refine the definition of such matters in more detail. Dave confirmed that such matters were not currently shown on the Police.uk website, but that this may change in the future

5. **DNPA Local Planning Consultation**

Councillors did not have any comments for this consultation

6. **Community Centre & Youth Club (Wendy S)**

Wendy said that she believed that the Secretary of the new Committee had resigned due to lack of volunteer support [**Post-meeting note:** this was confirmed the next day]

It was noted that the Committee's new constitution did not have a clause mandating one place on the Trustees' Board to be reserved for a Parish Councillor. General opinion was that such a clause was desirable.

Wendy said that the Youth Club was open on Sundays. Monday opening was dependent on the time that young people returned from trips organised by POP (Princetown Opportunities for Play)

7. **Repairs & Maintenance**

Nothing to report

8. **Update on Highways Jobs**

8.1 **New Jobs**

Work was needed to repair loose stonework by the road calming measure outside the charity shop in Princetown

8.2 **Existing Jobs**

Repairs to Huccaby bridge were complete

The potholes outside the fire station had not been repaired

The Duchy was still clarifying ownership of the short stretch of road between the Plume of Feathers and the Railway

White line painting outside Helena House had been completed and Mr Worth senior had written to thank the Council for its assistance in the matter and to say that the parking restriction was working

Weed proliferation in Princetown to be followed up with Highways shortly

9. **Reports from Committees**

9.1 **School**

Nothing to report

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9.2 Play Area (Cliff)

Cliff had replaced the flat swing seats and shackles

The Clerk had received from the Tavistock Children's Centre its risk assessment for the open-air session to be held in the play area the following day. The Clerk had informed the Centre contact, Maggi Calvert, that the assessment preceded the closure of the Tavistock Road entrance.

Cliff reported that the gate to the equipment entrance had been padlocked incorrectly, allowing the gate to swing open

ACTION: Cliff to follow this up with Mike Druett

9.3 Cemetery

Nothing to report in Val's absence

9.4 Emergency Plan (David)

The Clerk had received a letter from Peter Dale, the Community Safety and Emergency Planning Officer for West Devon and South Hams. The content of the letter seemed to indicate possible duplication/confusion in responsibilities with the County Council in respect of emergency planning issues. The Clerk had raised this with Peter Dale and he had contacted the County Council for clarification

The Clerk was seeking clarification on the issue of salt free of charge. Councillor Sanders confirmed that the Parish Council was entitled to five tons of salt free of charge per year.

The question of the purchase of a salt spreader needed to be resolved quickly to take advantage of bulk purchase discounts secured by the County Council. The cost of a trailer spreader was too great for the Parish Council's budget to bear

ACTION: David to investigate the practicality of a hand spreader. His findings will be discussed at September's meeting

9.5 Parish Plan

The first sub-Committee meeting had been held on 19 July with representatives present from the Park Authority and the Community Council of Devon. Notes of the meeting were distributed to all Councillors.

The next step will be to hold an informal meeting to identify possible volunteers to join the sub-Committee to assist with data gathering

9.6 Diamond Jubilee (Wendy S)

Nothing to report

10. Reports from Meetings with Other Groups**10.1 Southern Parishes Link Committee**

Minutes from the meeting on 23 June had been received and distributed.

10.2 "Super Link" Committee

On 26 July David had attended a meeting of the Committee to discuss improvements to the Parish/Town Council Voice.

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David reported that there had been an in depth discussion of the principles and procedures by which a "Super Link" Committee would operate. He said that there would be a greater role for the Parish Link Officer at West Devon Borough Council and communications would be more transparent with, for example, the possible webcasting of Borough Council meetings.

Implementation of the Localism White paper changes would mean Town/Parish Councils taking over much greater responsibilities. The County Council would provide funding to facilitate this (a figure of approximately £1 per elector was mentioned)

Government and County Council funding will facilitate the roll out of fast broadband around Devon. It is hoped that 85% of residents and businesses will have broadband speeds of 16 to 20 megabits per second (mbps) over the next year

A consultation was running currently to gather views on the future of Standards, in the light of the Government's wish to reduce bureaucracy and simplify procedures

10.3 DNPA Planning Workshop

On 14 July Wendy S and the Clerk had attended a planning workshop held in Parke for Parish Councils.

A useful list of material planning considerations had been provided and this was distributed to all Councillors. The Clerk stressed these considerations may or may not be taken into account, depending on individual planning applications. DNPA had made it clear at the meeting that Parish Plans were a material consideration and carried weight

At a previous planning workshop a useful list of planning myths and truths had been drawn up and the list was distributed to Councillors

The Authority had taken the opportunity at the workshop to promote its pre-application advice service. This is a free service, open to anyone who is considering making a planning application

10.4 Princetown Community Fund

Wendy said that the fete in June had made a profit in excess of £700.

She said that volunteers had resigned from the fund committee and, with no-one else willing to step forward, the fund would be closed. A meeting would be held on 24 August to divide up the remaining funds

ACTION: David to write a letter of application for funding to assist with the purchase of a salt spreader. The Clerk to write a letter of application for funds to assist with the purchase of toddler equipment for the play area

Wendy said that a meeting would be held with the Duchy in September, at a date to be agreed

11. Correspondence

11.1 **Consultation on Standards** – The Government is proposing to abolish the current Standards regime. WDBC is seeking the views of Town and Parish Councillors on the abolition proposal and the adoption of a voluntary code. The consultation paper and response form were given to Councillors. This topic will be on the September agenda to compile Councillors' views

11.2 **DNPA Community Quiz** – Parish Councils were being invited to enter a team of six people to take part in the quiz, which will be in two rounds. Winners of the first round (one from each Ranger Sector) in October will take part in the final in November. Parishes were also able to submit up to five local Parish related questions for the "pot". Councillors declined to take part

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- 11.3 **Crimestoppers Donation** – Due to the tight budget situation, Councillors declined to make a donation
- 11.4 **Coastal Transport Invitation** – A document from Devon Towns forum on opportunities for waterborne transport
- 11.5 **DALC County Committee** – The three Committee vacancies had been filled by; Gay Hill (Chagford), Edward Sweet (Iddesleigh) and David Butland (Buckland Monochorum)
- 11.6 **DALC Newsletter July/August** – This had already been emailed in scanned form to Councillors
- 11.7 **Polling Places Review** – WDBC was carrying out a review of polling places. It was confirmed that, contrary to the paperwork received, the polling place in Princetown was in the Community Centre
- 11.8 **Active Villages** – Hannah Colston had provided an update on progress so far, which was:
- Three short mat bowls taster sessions had been held at the Village Centre in partnership with the retirement fellowship (low numbers attended)
 - Plymouth Albion to deliver five rugby ready taster sessions with the key stage one and keys stage two primary school children in September
 - Training of two young ladies to become level one rugby coaches had been funded
 - Planning was under way for five taster Pilates sessions in Postbridge Village Hall, with a view to setting this up long term if there is the local support
 - Will be supporting the new netball group with the purchase of some equipment and possible training
 - Working with SPORTED to develop Princetown football club, who will be joining the adult Plymouth and District league in September. Also developing some youth football in year one with the drainage and levelling of the pitch project running alongside this
 - Walking activity in Princetown has not yet started due to lack of numbers showing interest. Maintaining a watching brief to see if a need arises

Hannah is contactable if further suggestions are forthcoming

- 11.9 **QEII Field Challenge** - A new campaign had been launched to protect 2012 outdoor recreational spaces in communities across the country as a legacy of the Queen's Diamond Jubilee, which will be celebrated next year. The eligibility of the playing field in Princetown is being investigated. Areas that are eligible could apply for funding to help with the costs of bringing the field up to a playable standard
- 11.10 **Other Correspondence** – the following had also been received:
- DNPA monthly meeting papers for 5 August
 - DNPA Development Management Committee 5 August
 - National Park Forum – Notes from meeting on 27 May (previously emailed to Councillors)
 - Devon Rural Housing Awards – deadline for submission is 31 July (previously emailed to Wendy S for information)
 - Dartmoor Hill Farm Project – Summer newsletter

12. Financial Management

12.1 Budget Review April to July

The budget management report for the first four months of the financial year showed the forecast surplus to the end of the year to be about £155 less than the budget figure. This was, largely, due to the unexpected £100 for the payroll service from South Hams District Council for the

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clerk's pay, and £60 for hospitality after the play area opening. There were a few ups and downs with other items, but these largely balanced each other out.

Most of the remaining items of expenditure for the rest of the year were fixed so, with continuing tight control over the budget, the variation of £170 should not change significantly

- 12.2 **Cheque signatories** – Processing of the changes had been completed and there were now four signatories: Emma, Gregg, Wendy S and Paul

12.3 **Tavistock Road Notice Board**

Chris Jordan had provided an unofficial estimate of approximately £145 for the materials that he will need to make the new board

DECISION: It was agreed that the current unsatisfactory notice board situation in Princetown need to be remedied and the Clerk was actioned to obtain a formal quote and to sanction the work to be started

12.4 **Summary for July**

Payments made	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
Receipts			
Balance in bank 31 July			£11,346.03
To Receive			
To pay	Ref 554	Duchy of Cornwall – hall hire	£40.00
	Ref 555	M J Williams – litter picking	£51.39
	Ref 556	Clerk's expenses	£91.02
	Ref 557	C Doidge – grass cutting	£235.00

13. Planning Applications

- 13.1 The following planning application correspondence was received in July

DNPA Ref. & Applic. Type	Description	Location	Comments
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	Granted: Work to start within three years

- 13.2 **Hexworthy Notice Board** – DNPA had granted the planning application for installation of the notice board

14. Urgent Matters at the Chair's Discretion

- 14.1 **Princetown Toilets** – on 27 July a visitor had tried twice to pay to enter the toilets. In each case, the coin had been accepted, but the door had remained locked.

There was an uncorroborated report of visitors relieving themselves in the car park.

Wendy S had been asked by a resident to raise the matter of the increased risk of misbehaviour to unaccompanied children whilst they were in the toilets. Councillors agreed that this risk was present regardless of the pay-on-entry system

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14.2 **DNPA Restructure Consultation** – Councillors agreed that a letter should be sent to the Chair of the Authority, raising concerns about the risk of cost cutting in particular areas. Points to be covered were:

- Reduction in Ranger numbers. Rangers provide an essential front line service and are especially important during bad weather when parts of the Parish are cut off
- Concern about the loss of the expertise and resources if the Conservation Team is disbanded
- Impact on tourist numbers if the Princetown Visitor Centre's opening hours are reduced
- Use of the Visitor Centre as a point for reporting dead/injured animals, missing people etc. has increased since the Police's front desk was closed in Tavistock. A reduction in opening hours for the Visitor Centre would have an impact

Councillors were keen that the letter should stress the all-year-round nature of the tourist season in Princetown

15. **Any Other Business**

15.1 **Parish Council Website** – David and the Clerk had made a preliminary list of requirements for the website. The Clerk would be contacting a reliable technical expert to ascertain if there were any organisations that hosted websites free of charge, and free of adverts

15.2 **Beating the Bounds** – Cliff said that this year's walk would probably cover the north-east quadrant of the Parish boundary. He will inform the Council of details as they become available

PUBLIC SESSION

1. Highways to be asked to clear the road of grit remaining after the pot hole repair works had been completed at Hexworthy
2. Councillor Rose reported that the pay-on-entry units for the toilets had cost £3,800 to buy and install. Approximately £35 per week was being collected
3. Councillor Rose reported that a ground level road sign, on legs, could be installed for Albert Terrace. Councillors gave the go ahead for the work to be carried out
4. The matter of weed levels in Princetown was raised again. Clerk to follow up this matter

Next Meeting

There being no further business, the meeting closed at 9:20 pm

The next Parish Council meeting will be at **7.30 pm on Monday 5 September 2011** in the **Community Centre, Princetown**

Alison will chair the meeting

Emma gave her apologies for this meeting

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Sub-Committees and Groups

Jubilee Sub-Committee – Emma, Wendy S

Parish Emergency Group – Cliff, Wendy S, Paul

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

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