

DARTMOOR FOREST PARISH COUNCIL
Minutes of the Council meeting held on Monday 6 February 2012
in the Community Centre, Princetown at 7.30 pm

Present

Princetown
 Emma Derham
 Gregg Manning
 Cliff Palmer
 Les Parr
 Wendy Stones
 David Worth

Postbridge
 Val Greatrex
 Wendy Watson

Hexworthy/Huccaby
 Alison Geen (Chair)

Apologies

Princetown
 Paul Turnbull

Postbridge
 None

Hexworthy/Huccaby
 None

Absent without Apology

Princetown
 None

Postbridge
 None

Hexworthy/Huccaby
 None

In Attendance

Councillor Lynne Rose (WDBC and Parish Link Member for DNPA)
 Councillor Philip Sanders (DCC)
 Tom Stratton (Duchy of Cornwall) (until item 6)

There was one member of the public present

A G E N D A

1.	To receive apologies
2.	Report from Beat Manager
3.	To accept the minutes of the meeting held on 9 January
4.	Matters arising from the previous meeting and not on the Agenda
5.	Update on Duchy matters
6.	Devolved services
7.	Community Centre & Youth Club
8.	Repairs & maintenance
9.	Update on Highways jobs
10.	Reports from Committees
11.	Reports from meetings with other groups
12.	Report from Fire and Rescue service
13.	Correspondence
14.	Financial management
15.	Planning applications
16.	Urgent matters at the Chair's discretion
17.	Any other business

Date 5 March 2012	Signature of Chair

1. Apologies

There was an apology from Paul who was revising for an exam

2. Report from Beat Manager

No-one from the Neighbourhood Team was available to attend

Dave Pickles had reported that the Police were aware of the antisocial driving taking place in Tor Royal Lane

ACTION: Clerk to report a similar problem in the Park Authority's car park in Postbridge

The Police Authority's latest newsletter was available on its website

3. Minutes of the previous meeting

The minutes of 9 January were agreed as a true record and signed by the Chair

There had been an error on page 1180 of the draft minutes sent to Councillors, which showing the Community Fund entry for the wind up balance as £1,194.54 and not £1,954.54. A corrected sheet was distributed

4. Matters arising from the previous Meeting

- 4.1 **Dog Signage in Churchyard** - Councillors had approved the wording of the signage and the Clerk provided two laminated signs for Cliff
- 4.2 **Station Road Post Code Confusion** - There was one resident's signature still awaited. Action carried forward
- 4.3 **Weeds in Princetown** - Cliff reported that the provision of resource to assist with weeding was in progress. A risk assessment needed to be carried out before work could start,
- 4.4 **Burrator Ave/Devonshire Row Signage** - Councillor Rose reported that work was in progress to address the signage problem
- 4.5 **Disused Pumping Station** - South West Water had reported that the roof of the pumping station had recently undergone repair, but no more work was planned or considered to be necessary. Only essential repairs were being undertaken in the interests of keeping customer bills down
ACTION: Clerk to ascertain the situation regarding sale of the property
- 4.6 **Tavistock Road Notice Board** - The notice board had been installed and was now in use. A letter of thanks would be sent to Chris Jordan

Date 5 March 2012	Signature of Chair

5. Duchy Update

- 5.1 **Housing Developments, Princetown** – Tom said that the developments that had been mothballed in 2008 due to the economic downturn were now being revisited. These were:
- Bellever Close – 8/9 dwellings on the site of currently unused garages. The plan was to ease congestion in the Close by providing a new access road at the rear of the new properties to facilitate rear entry and parking
 - Royal Court – 5 dwellings on land behind the current building
 - Former Prison Officers' Club – 13 dwellings, including 4 flats in the old building itself
 - Wesley House – plans were being made to convert the building into 2/3 flats for sale on the open market

The plan was to hold a consultation with residents in late February, with a view to submitting the planning applications in early March. Properties would be released onto the market over a 12 to 18 month period

Cliff asked if the Duchy had any plans for the piece of land adjacent to Helena House. Tom said that there were no plans and that the Parish Council could go ahead with repairing the boundary wall on Tavistock Road

Tom said that there had been little interest from developers thus far in the land behind the Creativity Centre

- 5.2 **Grosvenor Flats, Princetown** – David asked about the situation with these, now neglected, properties. Tom said that the flats were owned by the Ministry of Justice and had been put up for auction on 7 December last year. He said that he would make enquiries about the outcome of the auction
- 5.3 **Youth Club** – Tom said that the Youth Club was currently closed, awaiting insurance coverage to be put in place. The Duchy would grant a new lease, as per the previous one, in due course
- 5.4 **Plantations** – The Duchy was at the early stages of developing ideas for the Holming Beam and Tor Royal plantations
- 5.5 **Princetown Community Centre** – The transfer of monies from the Parish Council's account should be completed by 1 March, together with the final tranche of money from the Duchy of Cornwall's Benevolent Fund. The Duchy would grant a 20 year lease to the new organisation

Tom left the meeting

6. Devolution of Services

The Clerk had sent out a report on the workshop she had attended on 31 January.

She said that the key point for the Parish Council was that the services in which it had expressed an interest were currently constrained by contracts between WDBC and various third party contractors. This meant that there were currently no deadline dates by which devolution of service provision needed to be finalised. In addition, WDBC had some work to do in order to provide an accurate definition of the various services that could be devolved, as well as a detailed breakdown of the current cost of providing those services.

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In light of the information learned at the workshop, the Parish Council had been asked to complete a feedback form indicating the services that were of greatest interest. The Clerk commended to the Council an expression of interest in grass cutting (which was relatively straightforward) and operation of Princetown toilets (WDBC had stated in a separate letter from the Head of Environmental Services that funding for public toilets would only continue until the end of the financial year 2012/13)

DECISION: Councillors endorsed the Clerk's recommendations

7. Community Centre and Youth Club (Wendy S)

7.1 Community Centre

A meeting had been held on 16 January. The following points were noted:

- There had been a delay caused by incomplete information being submitted to the Big Lottery Fund. This matter had now been rectified and it would take 40 days from 16 January for a decision to be made
- Not all the office equipment was in working order
- The cost benefits of solar panels were being investigated
- There still appeared to be a problem with key holders and key management. Wendy S said that she would check the list held by the Duchy to ascertain the problem
- The Trustees were considering holding an event for adults as part of the Jubilee celebrations
- There had been an incident on a Friday night involving a young person. The Police had been informed

The next meeting would be on 13 February. The Clerk would attend and raise matters relating to the bookings, for which she was currently responsible

7.2 Youth Club

Already covered by Tom Stratton

8. Repairs & Maintenance

The Clerk reported that the plans for the play area indicated clearly that maintenance of the boundary wall on Tavistock Road was the Parish Council's responsibility.

DECISION: It was agreed that this small job could be carried out at the same time as the work on the wall bordering the land next to Helena House

9. Update on Highways Jobs

9.1 Existing Jobs

The following jobs remained outstanding;

- Non-working lamp opposite the church. Inspection of similar lamps in the same area to be requested as a pro-active measure
- Clearance of ditches/drains in Saddlesbridge
- Water running off pavements in front of shops and into the front garden of Helena House
- Roundhill ditches to be cleared
- Oakery Bridge needs holes to be cleared

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9.2 **New Jobs**

Large hole in the road before but near to Prison Quarry entrance coming from Tavistock to Princetown

Tor Royal Lane has several small holes in it on the way to Whiteworks. There is also a very large and dangerous hole where the road joins the moors (Grid Ref 599 727)

10. Reports from Committees

10.1 **School (Wendy W)**

The school currently stood at 64, and would rise to 71 in September

Work was in progress to investigate options, including biomass fuel, for replacing the boiler

The Clerk had sent the Headteacher a copy of the Devon in Dance questionnaire

10.2 **Play Area (Cliff)**

Cliff said that his inspection had not identified any problems. He said that he would look at the possibility of using decommissioned matting to improve the muddy entrance when the weather permitted. More matting was available at the Prison, if needed

10.3 **Cemetery (Val)**

Val said that the recent memorial inspection had not identified any problems

10.4 **Emergency Plan**

David said that he now had five volunteers who had joined the snow warden scheme.

He had purchased snow shovels, using the grant from the Community Fund

The County Council was issuing reports warning of bad weather, which were very helpful

10.5 **Parish Plan**

A meeting is to be arranged to discuss design and distribution of questionnaires

10.6 **Diamond Jubilee (Wendy S)**

Councillors declined to send anyone to the Jubilee Garden Party in Exeter

Guidance on using royal names and titles was passed to Wendy S

Businesses in Princetown (Wendy S), Postbridge (Emma) and Hexworthy (Emma) will be asked for donations to the Jubilee celebrations. DNPA and the Duchy will also be approached

The Princetown Community Centre Trustees had given the go ahead to hold a Jubilee party for the children at the same time as the Big Lunch. This will take place on 3 June. Volunteers to help with preparations and on the day are being sought

Date 5 March 2012

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DECISION: It was agreed that children from 0 to 16 years should receive a commemorative mug, which would be in bone china, with an official Jubilee crest on the front and the Parish Council's logo on the back. There were 215 children in the agreed age range, but 300 mugs were to be ordered to provide a stock for sale

11. Reports from Meetings with Other Groups

Nothing to report

12. Fire and Rescue Service Report (From Paul via the Clerk)

Paul had reported that the last month had been very busy. There were now 12 firefighters. Paul and a colleague had given a fire safety talk and pump show for the Pre School and the Reception year of the Primary School. 41 children had attended.

Cliff expressed concern at the possible lack of availability of firefighters in the event of a shout. He said he would make some enquiries and report back at the next meeting

13. Correspondence

13.1 **WDBC Mayoral Awards** – Nominations were being sought for three awards to an individual, company or other organisation that;

- Had done something particularly noteworthy within the Borough
- Had enhanced the reputation of the Borough on the national stage
- Had made a significant contribution to the conservation and protection of the natural environment of West Devon

The nominations deadline was 24 February

13.2 **Street Lamp in Blackbrook Avenue** – The Clerk had carried out enquiries on behalf of a resident in Blackbrook Avenue who had a broken street lamp outside their property. Findings of the investigation had been sent to the resident. This was now a private matter and the Parish Council's involvement was complete

13.3 **Community Safety Partnership** – The Partnership was holding an event on 22 February in Rattery to showcase its projects and to hold a question and answer session. Councillors declined to attend

13.4 **Allocation of Social Housing** – The Government was consulting on new draft statutory guidance on social housing allocations for local authorities in England. The new guidance was intended to assist authorities to take advantage of the provisions in the Localism Act 2011, which gave back to local authorities the freedom to manage their own waiting lists, and made it easier for them to move existing social tenants to more suitable accommodation. It also encouraged authorities to make use of the existing flexibilities within the allocation legislation to ensure that social homes went to people who needed and deserved them the most.

The National Association of Local Councils (NALC) was preparing a response to the Government's consultation and had asked for input. Whilst Parish Councils were not, directly, responsible for the allocation of social housing, the NALC was seeking input from as wide a field as possible and had asked Parish Councils to respond. The consultation document was available at www.communities.gov.uk/publications/housing/allocationofaccommodation

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13.5 **Buffet Reception Invitation** – Devon County Council had extended an invitation to Clerks and Chairs of Parish Councils to celebrate the contribution made by Parish Councils to the life of Devon. The event will be on Friday 24 February at 18.00. The Council declined to attend

13.6 **Superfast Broadband Rollout** – The “Connecting Devon and Somerset” project is a programme aimed at bringing superfast broadband to those parts of the counties unlikely to be covered by the private sector. A campaign is running from 6 to 29 February to encourage residents, businesses and communities to register their interest. This will provide evidence of demand when the partners running the project need to negotiate with potential suppliers. The project has its own website at www.connectingdevonandsomerset.co.uk Registration of interest can be carried out online or via phone and the website provides a very quick and simple method of finding out the line speed that residents have currently.

DECISION: It was agreed that the official briefing note received by the Parish Council should be sent to all businesses in the Parish

13.7 **Other Correspondence** – the following had also been received:

- Senior council for Devon – January newsletter (paper copy)

14. Financial Management

14.1 Summary for January

Payments made	Ref 592	Clerk’s expenses	£133.32
	Ref 593	M J Williams – litter picking	£51.39
Receipts			
Balance in bank 31 January			£43,917.37
To Receive			
To pay	Ref 594	C Jordan – Materials for notice board	£211.34
	Ref 595	M Williams – Litter picking	£51.39
	Ref 596	Re-imburement to David for purchase of snow shovels	£62.44

14.2 **Internal Auditor** - Don Agnew had confirmed that he would be able to resume carrying out the Council’s internal audit

14.3 **Withheld Donations** – The annual donations to Ring and Ride (£40) and to the CAB (£60) had been withheld in June until the Council’s position at the end of the financial year was better understood

DECISION: The Clerk said that the donations were easily payable and Councillors agreed that they should be made. Cheques will be raised at next month’s meeting. It was noted that the donations had been put into next year’s budget

15. Planning Applications

15.1 There were no planning applications received in January

15.2 **Chaplain’s House** – The resident had approached DNPA about roof lights and had been informed that no planning application would be required. A brief description of the work currently being carried out had been supplied to DNPA who were investigating

Date 5 March 2012	Signature of Chair

16. Urgent Matters at the Chair's Discretion

- 16.1 **Parking Permits** – the Clerk will investigate the cost to residents of the set up of a parking permit system in Two Bridges Road
- 16.2 **Missing Dog Signs** – Les will replace the two signs removed when the wire fencing between the Community Centre and the Pavilion was taken down
- 16.3 **Refuse Collection** – Councillors Rose and Sanders said that WDBC did not have any proposals to re-instate weekly black bag collections. Clarification of the refuse/recycling collection system would be given in the next annual WDBC booklet, which was due out in April
- 16.4 **Car Park Barrier** – Councillors re-iterated the need for a barrier across the entrance to the DNPA car park in Princetown to prevent joy riders using it out of hours. The Clerk said that this was already an agenda item for her imminent meeting with the Authority to discuss car parking. Gregg said that tourists in his shop in Plymouth were expressing grave concern about the car park charging proposals

17. Any Other Business

- 17.1 An email had been received from a resident expressing several concerns about DNPA's car park charging proposals. This had been passed to Alison Kohler who had replied directly to the resident. In addition, the resident had raised again the problem of lack of access to Parish Council minutes and was pleased to be offered an electronic copy of the signed minutes, to be emailed on the day after Parish Council meetings
- 17.2 Princetown football club had gained a Project of the Year award from the Partners of the Active Villages project

PUBLIC SESSION

- 1. Councillor Rose said that she was in negotiation with DNPA about the Parish receiving some of the revenue generated from Princetown toilets' charges
- 2. Councillor Sanders said that he had earmarked some of his Locality Budget for a joint initiative between Princetown and Horrabridge to provide training for new Youth workers
- 3. Councillor Sanders said that he had awarded some of his Locality Budget to Hannah Colston, Sports Development Officer at WDBC, for the work being done with Princetown football club

Next Meeting

There being no further business, the meeting closed at 9.32 pm

The next Parish Council meeting will be at **7.30 pm on Monday 5 March 2012** in the **Village Hall, Postbridge**

David will chair the 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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Signature of Chair