

**DARTMOOR FOREST PARISH COUNCIL**  
**Minutes of the Council meeting held on Monday 9 July 2012**  
**in the Community Centre, Princetown at 7.30 pm**

**Present**

**Princetown**  
 Emma Derham  
 Gregg Manning  
 Les Parr  
 Wendy Stones  
 Paul Turnbull  
 David Worth

**Postbridge**  
 Val Greatrex  
 Wendy Watson

**Hexworthy/Huccaby**  
 Alison Geen (Chair)

**Apologies**

**Princetown**  
 Cliff Palmer

**Postbridge**

**Hexworthy/Huccaby**

**Absent without Apology**

**Princetown**  
 None

**Postbridge**  
 None

**Hexworthy/Huccaby**  
 None

**In Attendance**

There was no-one in attendance

There were no members 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 11 June
4.	Matters arising from the previous meeting and not on the Agenda
5.	Community Centre & Youth Club
6.	Repairs & maintenance
7.	Update on Highways jobs
8.	Reports from Committees
9.	Princetown toilets
10.	Reports from meetings with other groups
11.	Report from Fire and Rescue service
12.	Correspondence
13.	Financial management
14.	Planning applications
15.	Urgent matters at the Chair's discretion
16.	Any other business

**1. Apologies**

There was an apology from Cliff

**Date 6 August 2012**

**Signature of Chair**

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## 2. Report from Beat Manager

No-one from the Police had been able to attend.

PC Dave Pickles had sent the following report;

*“Work is still going on with various agencies regarding the Rave situation. There were 6 crimes recorded for the area for June last year, there are 16 recorded for June this year. However, the figure this year contains 7 drug offences related to the Rave and 3 assaults at the prison. In reality this leaves 6 crimes within the community. Otherwise there is not much else to report”*

**ACTION:** Clerk to request that HMP crime figures are separated out for publication purposes to avoid skewing the overall figures for the area

## 3. Minutes of the previous meeting

The minutes of 11 June were agreed as a true record and signed by the Chair

## 4. Matters arising from the previous Meeting

4.1 **Tor Royal Tour** – No response yet from Justine Colton for the Councils’ request for a tour of the renovated property

## 5. Community Centre and Youth Club (Wendy S)

### 5.1 **Community Centre**

Wendy S said that the lease had still not been finalised, so the Duchy remained responsible for running the Centre

School age children had been entering the Centre and wandering around during quiet periods when the front doors were open for pre-school. Keys had been cut to enable additional internal doors to be locked to confine entry to the reception area. The Police had been informed of the new arrangements

### 5.2 **Youth Club (Wendy S)**

As an action from the previous meeting, the Clerk had left a message for Simon Cohen, the Youth Services Team Leader, asking for a meeting to discuss resumption of Youth Service provision in Princetown. A reply was awaited.

Paul Dobby had received money to run a Citizenship Service from April to September 2012 for youths aged 15-16 in Princetown, although he had resigned from Devon County Council’s Youth Service. Councillors expressed concern at the lack of information about his whereabouts and activity.

**ACTION:** Clerk to check with Simon Cohen

## 6. Repairs & Maintenance

6.1 The Hexworthy notice board had not been erected and person(s) unknown had removed the concrete tile marking the site for installation

6.2 With the promise of better weather, it was agreed to activate repair of the Tavistock Road wall opposite the war memorial and replace a loose stone in the play area wall. Cliff to be asked to oversee the work and sign it off as complete and satisfactory

Date 6 August 2012

Signature of Chair

## 7. Update on Highways Jobs

### 7.1 **New Jobs**

Line repainting was required in Princetown for the mini-roundabout outside the Plume of Feathers and lines up Plymouth Hill

There were cracks in the B3357 at the junction for Huccaby

The grit/salt box at Saddlesbridge was protruding into the road. It needed to be moved so that it was on the verge and not taking up space on the passing place

### 7.2 **Existing Jobs Outstanding**

Highways had reported that nothing more could be done to improve the situation at Saddlesbridge. Alison said that she would seek local advice on this problem

Yellow and white lines had been repainted after the repair to Tavistock Road beyond the Prison. Councillors were concerned that some white lines were missing and that yellow lines did not extend far enough

**ACTION:** Clerk to check Regulations on the road width required before central lines can be painted

**[Post-meeting note:** The following rules are taken from the Department for Transport's Traffic signs Manual, Chapter 5, paragraph 4.6; *"On rural roads below 5.5 m in width, over-running of the carriageway edge can occur if centre line markings are provided, causing maintenance problems. Drivers might also expect a road marked with a centre line to be wide enough for opposing lanes of traffic to pass. In these circumstances the centre line should be omitted, but it would be helpful if edge of carriageway markings are then used"*]

## 8. Reports from Committees

### 8.1 **School (Wendy W)**

Wendy W said that the Y5/Y6 residential trip to London had been a great success and would be repeated next year. Parents' evenings were ongoing  
There would be a violin concert on 17 July

### 8.2 **Play Area (Cliff via the Clerk) -**

Cliff reported that he had inspected the play area and found no problems.

Emma had established that the the play area was within the distance required from a Biffa operation to make it eligible to apply for a grant of up to £4k for new equipment

**ACTION:** Clerk to resurrect papers and plans for the swings and toddler area to enable an application to be made

### 8.3 **Cemetery (Val) – Nothing to report**

### 8.4 **Emergency Plan (David) - David said that the date for termination of the salt storage arrangement had been extended**

### 8.5 **Parish Plan - Meeting still to be organised**

### 8.6 **Parking Sub-Group (Gregg) - Gregg, Paul and David Openshaw (Fox Tor Café) had met to discuss the Park Authority's proposal to levy charges in its Princetown car park. Gregg had prepared a report of the meeting and its outcome. [Post-meeting note: the report was distributed to all Councillors]. The next step was to set up a meeting with Ally Kohler, DNPA's Director for Sustainable Communities, who was leading the project to implement a charging system**

Date 6 August 2012

Signature of Chair

## 9. Princetown Toilets

The current position was as follows;

- There is £5k in this year's budget as the Council's donation towards the £38k per year running costs for the toilets
- The Council had been asked to pay a "shortfall" in its account with WDBC of £455.69, which had been calculated as follows;

1	Donation towards running the toilets	£6,864.00	
2	Cost of cash collection	£392.70	
			£7,256.70
3	Contribution already made	£5,000.00	
4	Income from charging	£1,801.01	
			£6,801.01
	Outstanding payment		<b>£455.69</b>

- Items 1 and 2 had not been agreed with the Parish Council, nor had the use of item 4 to defray items 1 and 2
- WDBC had agreed in principle to waiving the "shortfall" but had asked for a meeting before this could be finalised

The Clerk explained that the toilets were owned by DNPA, and WDBC had a contract with the Authority to run and maintain them. The current financial year would be the last one in which WDBC would be able to provide funds to run the toilets and to refurbish them as the need arose. The Clerk said that the toilets could not be allowed to close and suggested that a meeting should be set up between the Parish Council and senior Officers at WDBC and the Park Authority to find a workable financial solution from 2013/14

**DECISION:** It was agreed that a letter should be sent to Dr Kevin Bishop, DNPA's Chief Executive, explaining the Parish Council's concerns and requesting an urgent meeting

## 10. Reports from Meetings with Other Groups

### West Devon Super Link

At the meeting on 5 July Members were reminded of the Dartmoor Sustainable Development Fund (DSDF), which was currently in its 10th year of operation. DNPA was offering local community groups on Dartmoor a grant of up to £400 for small, one off projects that celebrate their community. A Hexworthy resident had asked if the Council could apply for a grant towards the cost of installing an engraved stone seat on the green opposite The Forest Inn

**ACTION:** Clerk to make enquiries of the appropriate DNPA Officer

Members were reminded to send a letter of support if they wished to take part in the Speedwatch project, which would seek funding from the Town and Parish (TAP) Fund [**Post-meeting note**; letter of support sent to Clare Chapman]

## 11. Report from Fire and Rescue (Paul)

Paul reported that the Service was currently experiencing a quiet period.

The recruitment drive would take place on the Open Day, which would be held at the School on Saturday 25 August. There would also be a barbeque

Date 6 August 2012

Signature of Chair

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## 12. Correspondence

- 12.1 **Members' Code of Conduct** – The documentation covering the new Code of Conduct and the registration of Members' interests had been received from West Devon Borough Council. This was distributed to Councillors  
**ACTION:** - The paperwork distributed made reference to a letter of concern regarding the inclusion of spouses in the Members' interests form. The Clerk will follow this up with WDBC's Monitoring Officer  
**DECISION** - It was agreed that formal adoption of the Code and completion of the new-style registration form should take place at the next meeting, with a 7.00 pm start to allow sufficient time for the matter to be discussed and dealt with
- 12.2 **DNPA survey** – DNPA was currently undertaking a survey of users and non-users of its three Information Centres. Schedule and sites had been provided
- 12.3 **Distribution of Correspondence** – The Clerk asked Councillors whether they were satisfied with the way correspondence was dealt with. She said that she tried to filter out the unnecessary/inapplicable items to avoid overloading Councillors. Items were sent via email if they were of interest. Important items requiring discussion were also sent via email if prior reading was required, otherwise they were given out in hard copy form at the meetings.  
 Councillors agreed that the current method of dealing with correspondence was satisfactory

## 13. Financial Management

### 13.1 Summary for June

<b>Payments made</b>			
	Ref 625	Community Centre – monies held in escrow	£28,496.76
	Ref 626	M J Druett – grass cutting	£400.00
	Ref 628	M J Williams – litter picking	£52.69
	Ref 629	D Agnew – internal audit fee	£50.00
	Ref 630	A D Inman – Clerk's expenses	£449.12
<b>Receipts</b>			
	Ref 624	Jubilee donations	£215.00
	Ref 627	Santander dividend	£13.92
<b>Balance in bank 30 June</b>			£14,814.87
<b>To Receive</b>			
	Ref 631	Jubilee donations, minus costs	£140.87
	Ref 636	Sale of mugs	£42.00
<b>To pay</b>			
	Ref 632	M J Druett – grass cutting	£165.00
	Ref 633	Duchy of Cornwall – hire of Community Centre	£30.00
	Ref 634	M J Williams – litter picking	£52.69
	Ref 635	A D Inman – Clerk's expenses	£38.34

- 13.2 **Jubilee Accounts** – As at 11 June, the position was as follows;

<b>INCOME</b>				
	Donations	£885.00		
	Sale of mugs Princetown	£115.00		
	Sale of mugs Postbridge	£42.00		
<b>PRECEPT</b>		£750.00	£1,792.00	

Date 6 August 2012

Signature of Chair

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<b>SPEND</b>				
	Purchase of mugs	£1,153.52		
	Vectoring DFPC logo	£55.00		
	Items for party (plates etc.)	£159.13	£1,367.65	
<b>SURPLUS</b>				£424.35

13.3 **Budget Management to 30 June 2012** – The budget management statement was reviewed. At the end of the first quarter the main variations were;

- Insurance (budget £300, actual £541) – the very early budget figures obtained from Aon had proved to be an underestimate. However, the new policy, with Came and Company, was fixed for three years and was lower than the Council paid in 2008/09 for its insurance, so the cost reduction objective had been achieved
- Audit Commission Fee (budget £135, actual £285) – The monies held in escrow for the Community Centre were not released until the new financial year, thereby pushing the Council's balance into the next fee band
- Grass cutting (budget £2,500, forecast £2,000) – The £500 budget for taking over grass cutting from WDBC has been released, on the grounds that responsibility would not change in the current financial year

13.4 **Unpaid cheque** – the Clerk was still trying to get the cheque for the 5 March meeting cashed by the Postbridge Village Hall Treasurer. Val agreed to check with the Chair the reason for the delay

13.5 **Fire and Rescue Open Day** – A donation of £25 towards the event was agreed

#### 14. Planning Applications

14.1 The following planning applications were received in June

<b>DNPA Ref. &amp; Applic. Type</b>	<b>Description</b>	<b>Location</b>	<b>Comments</b>
12/0368 Full PP	Conversion of basement rooms into three flats including replacing windows and doors and providing a courtyard enclosure for bins and bike stand	Grosvenor House Barrack Road Princetown	With Councillors for comment
12/0345 Full PP	Replace windows with uPVC wood effect Georgian style	Grosvenor House Barrack Road Princetown	Supported
12/0335 Full PP	Erection of a new dwelling	Land adjacent to Duchy House, Princetown	Supported
12/0309 Full PP	Installation of two dish antennae	Arqiva Transmitting Station North Hessary Tor Princetown	Supported
12/0304 Full PP	Replacement garden shed	43 Bellever Close Princetown	Supported
12/0290 Full PP	Installation of ground mounted solar panels	3 Mine Cottages Whiteworks Princetown	Supported
12/0241 Full PP	Single storey extension, rebuilding porch, cladding ground floor outer walls with brickwork leaf	5 Blackabrook Avenue Princetown	Granted: Work must start within 3 years Materials used in finishing external walls and roof must match existing building

Date 6 August 2012

Signature of Chair

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DNPA Ref. & Applic. Type	Description	Location	Comments
12/0217 Full PP	Erection of two sections of security fencing within Prison grounds	HMP Dartmoor	Granted: Work to start within 3 years Fencing to be removed when it becomes redundant
12/0216 Full PP	Construction of new agricultural building for livestock	Land at Waldrons Farm Princetown	Granted: Work to start within 3 years Building to be used only for agricultural purposes and to be removed when it becomes redundant Landscaping and planting scheme to be agreed with the Planning Authority Slurry to be stored within a sealed system in accordance with the 2009 DEFRA Code of Practice

14.2 **Planning Appeal** – the application for construction of a permanent stockman's dwelling and outbuildings at Blackdown Piper Farm was rejected last year. The Applicant had lodged an appeal against the rejection with the Secretary of State (Reference J9497/A/12/2177050)

#### 15. Urgent Matters at the Chair's Discretion

- 15.1 **Creativity Centre** - The Clerk reported that the notes from the recent meeting with Princetown businesses regarding the Creativity Centre would be available shortly
- 15.2 **DNPA Grass cutting** – A letter of complaint is to be sent to DNPA regarding the standard of grass cutting for the area from the Visitors' Centre to the car park

#### 16. Any Other Business

- 16.1 Princetown football club had won the George Roberts Community Cup. The club had also received an award for refereeing and one for the most sporting team
- 16.2 Crime committed by young people in Princetown had dropped by 70% since the football club had been formed
- 16.3 There is a WI visit to the Moor Trees project in Princetown on Wednesday 1 August. The event is open to all and those wishing to take part should gather outside Lords Restaurant at 7.30 pm

#### **PUBLIC SESSION**

**Princetown Public Transport** – Councillor Rose had an action to speak to Councillor Sanders about access to the Community Bus Scheme and Ring and Ride (non-disabled) in Princetown. Item carried forward in Councillor Rose's absence

#### Next Meeting

There being no further business, the meeting closed at 9.35 pm

The next Parish Council meeting will be at **7.30 pm on Monday 6 August 2012** in the **Community Centre, Princetown**

David will chair the meeting

**Date 6 August 2012**

**Signature of Chair**

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**List of Sub-Committees and Groups**

**Parking Sub-Group** – Gregg, Paul

**Parish Emergency Group** – Cliff, Wendy S, Paul

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

**Date 6 August 2012**

**Signature of Chair**