

DARTMOOR FOREST PARISH COUNCIL
Minutes of the Council meeting held on Monday 1 October 2012
in the Forest Inn, Hexworthy at 7.30 pm

Present

Princetown
David Worth (Chair)
Emma Derham
Les Parr
Cliff Palmer
Wendy Stones

Postbridge
Val Greatrex
Wendy Watson

Hexworthy/Huccaby
Alison Geen

Apologies

Princetown
Gregg Manning
Paul Turnbull

Postbridge

Hexworthy/Huccaby

Absent without Apology

Princetown
None

Postbridge
None

Hexworthy/Huccaby
None

In Attendance

Councillor Lynne Rose (WDBC and DNPA Member)
Barry Bennett (Dartmoor Partnership)

There were 4 members of the public present

A G E N D A

1.	To receive apologies
2.	Report from Beat Manager
3.	Presentation from Dartmoor Partnership
4.	To accept the minutes of the meeting held on 3 September
5.	Matters arising from the previous meeting and not on the Agenda
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

1. Apologies

There were apologies from Gregg and from Paul

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2. Report from Beat Manager

No-one from the Police had been able to attend. PC Dave Pickles had reported verbally to the Clerk that there were no urgent matters to be highlighted, and that anti-social behaviour was very low at the moment.

Dave asked that attention be drawn to the Police Commissioner elections, due to take place on Thursday 15 November. The Clerk provided Councillors with the latest list of candidates.

It was noted that there had not been any reports arising from an incident where prisoners had climbed onto the roof of the Prison

3. Dartmoor Partnership

Barry Bennett introduced himself and explained the framework of the proposal that he was preparing. He said that the aim was to provide a co-ordination hub to enable organisations to communicate more easily and to facilitate the delivery of their services. The aim was not to provide any competition to existing businesses in and around Princetown: for example, there would not be a coffee shop in the building.

In answer to a question regarding the source of income to run and maintain the building, Barry explained that the hub was chargeable. For example, a charge would be made for using the units.

Barry left the meeting after delivering his presentation

DECISION: It was agreed that concerns regarding competition with other businesses, and the source of income to run and maintain the building had been answered satisfactorily and that the proposal should be formally supported in a letter to Barry

It was noted that support of this proposal would not prevent the Council from supporting any other proposals that it believed would provide a workable solution for use of the building

4. Minutes of the previous meeting

The minutes of 3 September were agreed as a true record and signed by the Chair

5. Matters arising from the previous Meeting

- 5.1 **Litter Picking Volunteer** – The Clerk had spoken to Jane Miller, who organised volunteer litter picking in Tavistock. She had explained that insurance was not needed for one person picking alone. It was, however, recommended that the volunteer should be informed of the need for self-protection from risk, and that picking must not be carried out on residential properties. Tavistock's individual pickers spread the black bags amongst neighbours for collection. There are ongoing negotiations with WDBC to obtain a concession at the Crowndale Centre to take black bags after the monthly group picking events. Volunteers were provided with high visibility tabards, hand held pickers and black bags, but brought their own gloves, footwear etc
- 5.2 **Princetown Toilets** – The meeting with WDBC to discuss the Parish Council's "debt" was still to be arranged. An article in a recent Tavistock Times had contained a quote from a Borough Councillor that the Parish Council had "taken over" running the toilets. An email had been sent to the Councillor in question pointing out the error

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6. Community Centre and Youth Club (Wendy S)

6.1 Community Centre

The Clerk said that the minutes of the PCC meeting on 6 September would be emailed to Councillors the following day.

The first AGM of the new Group had been held on 13 September and the following points were made;

- There were now 12 Trustees
- Signing of the new lease is imminent
- Actions are being taken to improve security via CCTV and access control
- Actions are being taken to provide internet access from the Centre
- It was agreed that any spend over £25 must be approved by the Trustees' Board
- The Clerk was thanked for running bookings administration whilst the Duchy had managed the Centre. This work had now been handed over to two Trustees, who would continue to use the same system

The next normal Trustees' Board meeting would be on 23 October. Wendy S will ask at this meeting whether anyone needed the daily winter services report from DCC. The report has been used in previous years to inform the decision to grit/salt the access road to the Centre. David asked for a copy of the report

6.2 Youth Club (Wendy S)

Wendy S had had a meeting with Adrian Kemp on 26 September. In summary:

- Stonehouse Playspace Association was founded in 1984 – see website at localgiving.com/charity/stonehouseplayspaceassociation
- It is a charity with community interest
- It is not bound by county or unitary areas (e.g. it is currently working with East Cornwall)
- The Association's Directors have agreed to fund work in Princetown, but this cannot start until the new lease with the Duchy is signed and repairs have been made to the Pavilion's roof
[Post-meeting note: A letter has been sent to Tom Stratton urging speed in dealing with these matters)

Paul Dobbie will work via Playspace with young people from Princetown. He will be removed as a signatory from Princetown Youth Club's account, and a new person will be added. The account will be kept open to receive any grants/funds. The current balance on the account is £2,631.54. Playspace will pay bills for the Pavilion (e.g. utilities).

It was noted that funds from Councillor Sanders' Locality Budget were still available for Youth Worker training in Princetown.

The Clerk had left message for Simon Cohen (DCC Youth Service) regarding available resources but had yet to receive a reply

Wendy S said that two teenage girls from Princetown and two Youth Workers from Tavistock had attended the PCC AGM to ask when the Youth Club would re-open. They had been put in contact with Adrian Kemp

7. Repairs & Maintenance

7.1 The Hexworthy notice board was now in place

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7.2 Repairs had been completed on the wall in Tavistock Road, opposite the war memorial

8. Update on Highways Jobs

8.1 **New Jobs**

- Pavement gutter covers were, again, loose in Tavistock Road outside Lords Cafe
- Another request to be made to remove the taxi rank on Tavistock Road
- There are four vehicle wheels in the ditch opposite the entrance to Archerton in Postbridge

8.2 **Existing Jobs Outstanding**

- Work is needed to improve the road surface between Hexworthy bridge and the Sherberton turning
- The road through Long Plantation needs repair

8.3 **Completed Jobs**

- The mini roundabout and white lines had been painted in Plymouth Hill

9. Reports from Committees

9.1 **School (Wendy W)**

The school roll had been maintained, with 67 pupils for the start of the new term. In addition, twelve new pupils would start in January

9.2 **Play Area (Cliff) -**

Repair to the signage was carried forward

Cliff said that he had adjusted the infants' swings, but the seats needed replacing. He said that the label on them indicated that they were purchased originally from Sutcliffe

ACTION: Clerk to check price with Sutcliffe

Mark Williams, who provided the litter picking service, had indicated that he wished to leave. This needed to be confirmed and alternative solutions identified. It was noted that the volunteer who had previously offered to pick litter in the village might be interested in taking on the play park

A scaffolding ladder had been found leaning against one of the zipwire supports. It had been moved to David's garden and he said that he would make enquiries to try and identify the rightful owner

9.3 **Cemetery (Val)**

The funeral of a former Postbridge resident had taken place on 25 October, using the newly agreed fee structure. The headstone check had been carried out and one monument had been laid down as it was no longer stable. It was clarified that leaf clearing was not carried out by the Parish Council, but would lend itself to local volunteer action.

9.4 **Emergency Plan (David) –** Highways had requested a snow plan

9.5 **Parish Plan Sub-Group -** Meeting still to be organised

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9.6 Parking Sub-Group

Alison Kohler had, without discussion, put forward different proposals from those discussed with the Parish Council's Sub-Group. In response, Dave Openshaw, from Fox Tor café, had sent an email to Alison Kohler giving the wider perspective on charging generally and the potential impact on the prosperity of Princetown. The charges are on the agenda for discussion and agreement at the DNPA monthly Members' meeting on Friday 5 October. The Council had the opportunity to speak for 3 minutes at the meeting to put its case, but would not be allowed to enter into debate. David agreed to represent the Council and to take advantage of the 3 minute slot

DECISION: After a short discussion, Councillors remained in favour of the Sub-Group's recommendation for £1 per day. However, if this proved not to be possible, Councillors voted in favour of supporting Alison Kohler's new proposal of an all day charge of £2, as long as this was capped for the foreseeable future

Councillor Rose said that, at the meeting on 5 October she intended to obtain formal agreement on returning some of the parking charge income to the Parish Council

10. Reports from Meetings with Other Groups

Paul had attended the Southern Link Committee on 20 September. His report was carried forward to the next meeting in his absence

11. Correspondence

- 11.1 **Devon Heritage Services** – The holdings of the county local studies collections (formerly the Westcountry Studies Library), historic registers of Devon Registration Service and selected archaeological records are all being brought into the Devon Record Office at Great Moor House Exeter, and will become the Devon Heritage Services from October. Explanatory leaflets were available
- 11.2 **Personal Interests Guide** – “Openness and Transparency on Personal Interests” published by the Department for Communities and Local Government. Model Dispensation form provided by WDBC. Will be emailed to all Councillors for discussion at the next meeting
- 11.3 **WDBC Peer Challenge** – There had been no volunteers so far to attend the session on 10 October (Goose Fair Day) [**Post-meeting note:** The Clerk took part in a telephone interview on 10 October]
- 11.4 **DNP Management Plan** – The plan is a statutory document for the Park (i.e. not the Authority) and provides a framework for partnership working on the moor for the next five years. Members of the public are invited to give their input and Parish Councils are asked to post notices prominently to encourage comment. [**Post-meeting note:** Copy of the consultation questionnaire sent to all Councillors]
- 11.5 **Localism Invitation** – The Localism Support Officer from WDBC (Nick Clarke) had sent out a letter to Parish Councils offering to attend one of their meetings to identify any specific local issues or projects, as part of the furtherance of localism.
DECISION: At the Clerk's recommendation, it was agreed that Nick should be invited to the November meeting
- 11.6 **Legal Services Review** - The shared legal services of WDBC and South Hams are exploring ways of improving the service and Parish Councils are invited to send a representative to provide their input. No action needed

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12. Financial Management

12.1 Summary for September

Payments made			
	Ref 641	M J Williams – litter picking	£52.69
	Ref 642	Audit Commission fee	£480.00
Receipts			
	Ref 640	Santander share dividend	£9.32
Balance in bank 30 September			£13,712.65
To Receive			
	Ref 643	Jubilee donations	£72.20
	Ref 644	Fee for burial plot	£50.00
	Ref 645	2 nd half-year precept	£8,862.50
	Ref 653	Funeral fees	£387.00
To pay			
	Ref 646	WDBC - NNDR for cemetery	£53.00
	Ref 647	Duchy of Cornwall - half-year rent	£36.00
	Ref 648	A D Inman - Clerk's half-year net pay	£801.30
	Ref 649	HMRC – Clerk's half-year PAYE	£200.20
	Ref 650	Duchy – hall hire for 3 months	£30.00
	Ref 651	F K Martin – wall repair	£840.00
	Ref 652	M J Williams – litter picking	£52.69
	Ref 653	Funeral fees	£387.00
	Ref 654	M J Druett – grass cutting	£635.00

12.2 Jubilee Accounts – As at 30 September, the position was as follows;

INCOME				
	Donations	£885.00		
	Sale of mugs Princetown	£182.20		
	Sale of mugs Postbridge	£42.00		
	Sale of mugs Hexworthy	£5.00		
PRECEPT		£750.00	£1,864.20	
SPEND				
	Purchase of mugs	£1,153.52		
	Vectoring DFPC logo	£55.00		
	Items for party (plates etc.)	£159.13	£1,367.65	
SURPLUS				£496.55

- 12.3 **Lloyd's Tavistock Branch Closure** – initial research had identified that Barclays Business Current Account and Santander Business Current Account were the only two available without charges. The next step would be to visit the banks and find out whether a Parish Council would be eligible to open a Business Account
- 12.4 **Website Quote** – A very fair quote has been received, which was nevertheless in excess of the £250 in the budget. This needed to be reviewed at next month's meeting when the budget management review would take place
- 12.5 **Jubilee Grant for Hexworthy** – The Clerk had received the grant acceptance letter and would sign it on behalf of the Parish Council

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13. Planning Applications

13.1 The following planning applications were received in September

DNPA Ref. & Applic. Type	Description	Location	Comments
12/0519 Full PP	Extension and internal alterations	Princetown Fire Station	Supported
12/0501 Change of use	Military dry training for an indefinite period	Cramber Tor Dartmoor	Supported
12/0496 Full PP	Revision of disabled ramp	5 Oakery Crescent Princetown	Supported
12/0435 Full PP	Erection of single storey rear extension with conservatory	4 Plymouth Hill Princetown	Granted: Work to start within 3 years East elevation to have obscure glass in perpetuity Block walls, both retained and proposed, to be rendered to match existing
12/0424 Full PP	Erection of detached garage/store, and part single and part two storey side and rear extension	Clapper Cottage Bellever	Granted: Work to start within three years Garage storage limited to private vehicles and incidental domestic storage New windows and doors to match timber cladding. Windows and doors to be timber in perpetuity Landscaping and planting scheme to be approved, to be carried out within 12 months of the development, unless otherwise agreed. Landscaping and planting to be maintained for 5 years from commencement of the development, including replacement of trees and shrubs that die/are removed Materials used in finishing external walls and roof of extension to match existing No work to take place on the land between 1 March and 31 July. In addition, no work to commence before fledgling house martins have left the nest Existing metal shed to be removed when garage/store becomes available for use
12/0345 Full PP	Replace windows with uPVC wood effect Georgian style	Grosvenor House Barrack Road Princetown	Granted: Work to start within 3 years No development to take place until detailed drawings of windows and doors have been approved All new windows to receive white painted finish and all new doors a black painted finish within one month of their installation

- 13.2 **Boiler Room for Princetown Primary** – PC Dave Pickles had looked at the plans (**note:** not the site) and said that, assuming the proposed siting meant that the roof of the external boiler room was accessible, the chimney and the flue presented a risk of the build up of heat and gases if they were damaged and ceased to function properly. A letter is to be sent to the Headteacher explaining the Council's concerns
- 13.3 **Lydgate House Hotel** – DNPA records show that this had a deadline for comments of 23 August, which should have meant that it went to the Development Management Committee on 7 September. There is no record of this taking place, neither is the application up for consideration at October's meeting (5th)
- 13.4 **Bellever Close Development** – Councillors asked for clarification of the planning position in relation to a property in the Close. The Clerk will check this with DNPA

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14. Urgent Matters at the Chair's Discretion

- 14.1 It was agreed to approach the Duchy to request termination of the lease on the small piece of land opposite the war memorial
- 14.2 West Devon Homes are to be asked to clear a drain in Oakery Crescent. The blockage is causing flooding to the garden of a private property in the Crescent
- 14.3 A reminder was given that the storage of materials on DNPA's piece of spare land in Station Road was still causing flooding to a nearby property

15. Any Other Business

Dance in Devon is holding a "Big Funky Chair Dance" event in the Community Centre on 19 October. The main aim is to introduce the advantages of 'sitting down dance' to all members of the community

PUBLIC SESSION

Alison was thanked for her efforts in obtaining the £400 grant for inscribing the Jubilee Memorial in Hexworthy

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 5 November 2012** in the **Community Centre, Princetown**

Alison will chair the meeting

[**Post-meeting note**; Due to Councillors' availability, the meeting was moved from 5th to 12th November]

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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

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