

DARTMOOR FOREST PARISH COUNCIL
Minutes of the Council meeting held on Monday 12 November 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

Hexworthy/Huccaby
 Alison Geen (Chair)

Apologies

Princetown
 Cliff Palmer

Postbridge
 Wendy Watson

Hexworthy/Huccaby

Absent without Apology

Princetown
 None

Postbridge
 None

Hexworthy/Huccaby
 None

In Attendance - none

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 1 October
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.	Reports from meetings with other groups
10.	Correspondence
11.	Financial management
12.	Planning applications
13.	Urgent matters at the Chair's discretion
14.	Any other business

1. Apologies

There were apologies from Wendy W and from Cliff

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2. Report from Beat Manager (via the Clerk)

Dave had reported that the problem of a helmetless motorcyclist in Princetown had now been resolved

3. Minutes of the previous meeting

The minutes of 1 October were agreed as a true record and signed by the Chair

4. Matters arising from the previous Meeting

4.1 **Litter Picking Volunteer –**

ACTION: Les to check the current situation with the resident who had volunteered

4.2 **Princetown Toilets –** The Clerk and Councillor Rose had met with Cathy Aubertin from WDBC and the problem regarding the “debt” had now been resolved. A corrected invoice was awaited. In summary, the invoice would show;

Donation from Parish Council	£5,610 (i.e. 30% of annual running costs)
Cash collection	£393
LESS charging income	<u>£1,801</u>
To pay	<u>£4,202</u>

4.3 **Land opposite war memorial –**Tom Stratton had said that the current lease covered the play area and the area around the war memorial, as well as the land opposite the green. A new lease would need to be drawn up to exclude the land opposite the green

DECISION; It was agreed that this change should be made

4.4 **Localism Invitation –**Nick Clarke, the Localism Support Officer from WDBC, had been unable to accommodate the change of meeting date. The Clerk had wanted to use his visit to widen the debate on toilets, but today’s meeting with DNPA (see minute 9.2 below) had been fruitful and had removed the need for Nick to attend a meeting

4.5 West Devon Homes had visited the property in Oakery Crescent and had found the reason for the flooding in the garden. Pressure washing a blocked drain was required, but this had yet to take place

ACTION: Clerk to progress this with West Devon homes

5. Community Centre and Youth Club (Wendy S)

5.1 **Community Centre**

The new lease was still not in place. Further information had been required by Sport England and this had been supplied

The fireworks evening had made a profit of £150

5.2 **Youth Club (Wendy S)**

Wendy had raised the Parish Council’s concerns regarding the absence of family and youth services in Princetown with Geoffrey Cox MP at his mobile surgery on 17 September. He had raised the matter with DCC’s Strategic Director for People, and had sent Wendy a copy of the reply that he had received. In the reply it was stated that DCC youth workers were in Princetown from 6.00 pm to 9.00 pm every Thursday “making contact with young people wherever they are gathering in Princetown”. Councillors expressed grave concerns about the lack of publicity regarding this work

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ACTION: Clerk to ask PC Dave Pickles if he had any knowledge of the youth workers' weekly visits

After a meeting with Adrian Kemp (Stonehouse Play Space), Tom Stratton had agreed to carry out the work needed to make the Pavilion usable. It was hoped that the new lease would be ready by the end of the month.

Tom Stratton would retrieve a key to the Pavilion, currently held by Paul Dobbie

6. Repairs & Maintenance

There is a blockage at the top of Ivybridge Lane, above Notter Bridge

ACTION: Paul to supply grid reference so that the matter can be accurately reported to DNPA

7. Update on Highways Jobs

7.1 **New Jobs**

The cattle grid sign at Rundlestone, between the pumping station and the cottages, has slipped down the pole

Line painting is required on the Tavistock Road from the Prison to Rundlestone

7.2 **Existing Jobs Outstanding**

- Work is needed to improve the road surface between Hexworthy bridge and the Sherberton turning. An inspection has shown this to be storm damage. Highways will deal with the matter in due course
- Loose pavement gutter covers in Tavistock Road outside Lords Café have still not been repaired
- The "pedestrians in road" sign for New London has been agreed by DNPA and is with Highways for action

7.3 **Completed Jobs**

Nothing to report

8. Reports from Committees

8.1 **School**

Nothing to report in Wendy W's absence

8.2 **Play Area**

Councillor Sanders had, unexpectedly, been able to offer the opportunity to apply for a grant for more equipment (swings and toddlers).

The Parish Council was expected to make a contribution to the funds. It had previously been agreed that the profit from selling Jubilee mugs should be used (£500+Postbridge sales of £88 to come).

The Clerk sought Councillors' agreement to use the £1,195 being held since the Community Fund closed as part of the Council's contribution.

DECISION: This was agreed

Wendy said that she would ask the pre-school and the charity shop if a donation was possible

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Emma and the Clerk had prepared and submitted the grant application. A date for the result was not known.

The Clerk said that it was hoped to avoid replacing the badly worn swing seats as they would all be replaced if the phase 2 project went ahead

Mark Williams was now working away from the village and litter picking had not taken place during October.

ACTION: Les took an action to talk to the resident who had volunteered to litter pick around Princetown to see if he would be agreeable to keeping the play area free of litter until a (paid) replacement could be found

ACTION: The Clerk will design an advert for the permanent replacement for Wendy to put in the notice board, the Post Office and Stores, the charity shop and the Community Centre

Repair to the signage at the top of the play area was still awaited

ACTION: The Clerk will write to the Governor of the Prison to ask if the Resettlement Unit could make some benches for the play area. These would be sited by the toddler area

Emma was still pursuing a Biffa Award, which would be used to move the toddler unit currently sited by the zip wire to the designated toddler area and to provide a hangout shelter for older children

8.3 Cemetery (Val)

The interment of Mrs Arrowsmith Brown's ashes was scheduled for 24 November

Val said that she would organise a clearance group when the leaf fall had finished

- 8.4 **Emergency Plan (David)** – David said that the snow plan would be updated as the road up to the Fire Station was on Highways network for gritting/salting. David said that volunteers were coming forward offering help when necessary to clear snow

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

- 8.6 **Parking Sub-Group**

Gregg expressed his annoyance that a proposed £2 all day charge had been put to DNPA's members for approval when he and Paul had agreed with Alison Kohler that the proposed charge should be £1. That notwithstanding, David's personally delivered statement, plus support from Councillor Rose and Councillor Sanders, had gained agreement for the lower charge at the members' meeting on 5 October

Councillors requested that thanks to Councillor Rose and to Councillor Sanders should be recorded for their support in this matter

Councillor Rose had obtained an informal agreement that a proportion of the parking charges would be returned to the Parish Council but, in the event, Members' voted against this at the meeting on 5 October

- 8.7 **Fire and Rescue -**

Paul said that the team in Princetown was currently under strength. The recruitment process was necessarily lengthy, so this situation would remain for some time

The Open Day had raised £425, which had been split between; the WI Pensioners' party (£100), St Luke's Hospice (£25), the Primary School (£30), Devon Air Ambulance (£50) and the Firefighters' Charity (£220)

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9. Reports from Meetings with Other Groups

9.1 Minutes of the Southern Link Committee meeting on 20 September would be sent to all Councillors. It was noted that Gregg, Wendy W and two members of Princetown Neighbourhood Watch had volunteered to undertake the Speedwatch training

9.2 Wendy S, David and the Clerk had attended a meeting that day with Jo Rumble and Lorna Brown from DNPA and with Brian Dingle from the Prison museum

Jo and Lorna had explained that the Authority was undertaking a review of all its Visitor Centres and would present a report to DNPA members in December. Ideas at the moment included the removal of entrance charges, an improvement in the retail offering and a separate theme for each Centre (Postbridge; cultural heritage, Princetown; family and activity)

Specifically in Princetown, the Authority was looking at ideas that would tie both parts of the village together by providing an interesting circular walk for visitors, taking in, for example, the church. Re-opening the Tyrwhitt Trail was also under consideration

There had been a brief discussion about the Princetown toilets funding problem, with Wendy, David and the Clerk making a strong recommendation for a realistic approach to funding rather than falling back on the fact that maintenance of public toilets was not a statutory requirement

ACTION: There was some uncertainty about ownership of the toilets. Clerk to check with the Duchy

The result of the Duchy Square procurement process should be announced in December

It was made clear at the meeting that DNPA no longer had resources to provide in depth support for businesses, and that the Parish Council needed to encourage businesses in Princetown to help themselves

ACTION: David took an action to talk to the businesses

The route of next year's Ten Tors challenge will exclude Princetown. There will be no change to the training arrangements

The Clerk will distribute the notes taken at this meeting

10. Correspondence

10.1 **Salt/Grit Bins** – These are available via Town and Parish (TAP) funding. It was agreed that more were not needed at the moment

10.2 **Dementia Awareness Day** – This was to be held on Friday 23 November in Tavistock Town Hall with David Cameron's Dementia Champion (Angela Rippon) as the speaker. The cost was £25 per person. Councillors declined to attend

11. Financial Management

11.1 **Summary for October**

Payments made			
	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

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Payments made			
	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 654	M J Druett – grass cutting	£635.00
Receipts	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
	Ref 640	Santander share dividend	£9.32
Balance in bank 31 October			£20,445.48
To Receive			
	Ref 655	DNPA grant for Hexworthy memorial inscription	£400.00
To pay			
	Ref 656	Clerk's expenses March to Oct	£126.64
	Ref 658	Tavistock Ring 'n' Ride - donation	£40.00
	Ref 659	Tavistock CAB - donation	£60.00
	Ref 660	W Stones – re-imburement for poppy wreath	£20.00
	Ref 661	South Hams DC – annual payroll service charge	£100.00

1. **Budget Review** – Toilet costs were £1,000 above budget, but this was mitigated by the charging system, which provided £1,800. The repairs to the wall in Tavistock Road were £60 below budget. Income was up on budget due to a burial chargeable at the new “former resident” rate and to a contribution of almost £500 from the Jubilee celebrations, once all costs and income had been taken into account. These factors meant that for the year to date, and allowing for the additional website costs, the forecast for the year-end was for a surplus of £1,100 above budget. The Clerk said that this was a comfortable position to be in at this point in the financial year
2. **Website Quote** – The quote for £850 had been compared to other offerings and was considerably cheaper. Gregg and David expressed the view that this was expensive. The Clerk said that the website map provided to the website designer was based on the need to comply with the Freedom of Information Publication Scheme for Parish Councils
ACTION: Gregg and David to review the quote in the context of the map
3. **Lloyd's Branch Closure** – Santander will not accept paying in via cash, which rules it out. Checking Barclays is ongoing

12. Planning Applications

12.1 The following planning applications were received in October

DNPA Ref. & Applic. Type	Description	Location	Comments
12/0562 Full PP	Removal and replacement of asbestos slate with natural slate	Garage to rear of High Moorland Office Tavistock Road Princetown	Supported
12/0519 Full PP	Extension and internal alterations	Princetown Fire Station	Granted: Work to begin within three years Finishing of external walls and roof of development to match existing

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DNPA Ref. & Applic. Type	Description	Location	Comments
12/0476 Full PP	Replace oil fired system with wood pellet boiler	Primary School Princetown	Granted: Work to start within 3 years Flue pipe to be painted black within 30 days of substantial completion of the development <i>The Headteacher will put the Council's concerns regarding potential vandalism to the architect to investigate possible changes to reduce this risk</i>
12/0470 Outline PP	Erection of three dwellings	Tyrwhitt House Tavistock Road Princetown	Refused: No arboricultural assessment, so impact on protected trees cannot be assessed Drawings provided do not demonstrate that the proposed housing will bring significant environmental or community benefit
12/0440 Full PP	Conversion of remaining part of existing building to provide extension to manager's accommodation and new holiday cottage	Lydgate House Hotel Postbridge	Granted: Work to start within 3 years Developments to be strictly in accordance with ecological survey report No building or vegetation clearance works during nesting season or as long as nests are occupied Roof development to be of nailed natural slate New timber doors and windows and exterior finish to be approved and to be maintained thereafter Stable block to be retained and kept available for nesting swallows in perpetuity Holiday cottage lets not to exceed 28 days in one calendar year The extension to the manager's accommodation to be limited to this use in connection with the Hotel and not used as a separate unit of accommodation
12/0368 Full PP	Conversion of basement rooms into three flats including windows, doors and courtyard enclosure for bins and bike stand	Grosvenor House Barrack Road Princetown	Granted: Work to begin within 3 years Windows and doors to be agreed before installation Windows to be painted white and doors black within one month of installation DNPA approved archaeologist to be retained to carry out a survey and produce a report before work starts Archaeologist to be afforded access to the work at reasonable times Stonework for enclosing wall of the refuse area and surfacing of car parking areas to be agreed with DNPA Flats not to be occupied until four spaces on plan have been provided. Parking spaces only available to residents of the flats
12/0048 Tree works	4 horse chestnuts reduce canopy by 2 to 3 m 1 horse chestnut remove low lateral branch	Keystones Tavistock Road Princetown	Supported

- 12.2 **Bellever Close Development** – DNPA had confirmed by telephone that planning permission was not necessary for the work currently being undertaken
ACTION: Clerk to obtain a written statement to this effect
- 12.3 **Temporary Classroom** – the Clerk will write to the Governor to check that a temporary classroom is removed by the prescribed date of 30 November

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13. Urgent Matters at the Chair's Discretion

- 13.1 The budget for 2013/14 needed to be approved at January's meeting, which meant that an initial draft needed to be reviewed at December's meeting. The Clerk asked for ideas from Councillors that could be included in the first draft, and presented the following as possibilities (in no particular order);

Leave precept unchanged	Youth Club
Partnering with businesses in the Parish	Parish Plan
Website (contingency)	Cemetery memorial reseating
Postbridge Village Hall	Project in Hexworthy
Increase donations (e.g. CAB)	

- 13.2 It was noted that the telephone number to use in the event of the Arqiva transmitter lights failing was 01926 416 236
- 13.3 Residents had raised the problem of light pollution from the Prison
ACTION; Clerk to write to the Governor
- 13.4 Dog bin servicing is still not as expected
ACTION; Clerk to complain to WDBC
- 13.5 Val agreed to ask the East Dart Hotel to remove old flags from the road
- 13.6 There was a discussion about changing the date of Parish Council meetings to avoid clashing with Fire and Rescue training. Tuesdays seemed to be a favoured possibility, but the hall was not available on the first one of the calendar month, so the second Tuesday was proposed. Dates would be finalised at next month's meeting to enable the schedule for the new year to be drawn up, and venues to be booked

14. Any Other Business

- 14.1 Paul had received a letter from a resident asking for an investigation into the possibility of removing the wall between Fern/Heather Terrace and Burrator Avenue
ACTION; Clerk to check ownership/responsibility for the wall with the Duchy
- 14.2 Wendy said that the three day craft fair had attracted about 250 visitors and had resulted in a donation of £350 to school funds, taking the total donated this year to £2,000

PUBLIC SESSION

Nothing to report

Next Meeting

There being no further business, the meeting closed at 10.12 pm

The next Parish Council meeting will be at **7.30 pm on Monday 3 December 2012** in the **Community Centre, Princetown**
David will chair the meeting

List of Sub-Committees and Groups

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Parking Sub-Group – Gregg, Paul

Parish Emergency Group – Cliff, Wendy S, Paul

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

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