

DARTMOOR FOREST PARISH COUNCIL
Minutes of the Council meeting held on Monday 3 December 2012
in the Community Centre, Princetown at 7.30 pm

Present

Princetown
David Worth (Chair)
Emma Derham
Gregg Manning
Cliff Palmer
Les Parr
Wendy Stones
Paul Turnbull

Postbridge
Val Greatrex
Wendy Watson

Hexworthy/Huccaby
Alison Geen

Apologies

Princetown
None

Postbridge
None

Hexworthy/Huccaby
None

Absent without Apology

Princetown
None

Postbridge
None

Hexworthy/Huccaby
None

In Attendance

PC Dave Pickles
Councillor Lynne Rose (WDBC and DNPA member)

There were two 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 12 November
4.	Matters arising from the previous meeting and not on the Agenda
5.	Precept for 2013/14
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 no apologies

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2. Report from Beat Manager

Dave Pickles said that he did not have anything to report regarding the Youth Workers visiting Princetown as part of the Rural Outreach programme. Wendy S said that Geoffrey Cox MP had asked to be kept up to date on this matter

Dave said that there had been 8 crimes in November, this was one more than November 2011. It was noted that the figures still included crimes in the Prison

ACTION: Clerk to write to the new Police Commissioner requesting that this convention should be changed. Paul will also raise this matter at the next Southern Link meeting

Dave had a leaflet regarding prevention of theft of heating oil

ACTION: Clerk to provide copies to Councillors

3. Minutes of the previous meeting

The minutes of 12 November were agreed as a true record and signed by the Chair

4. Matters arising from the previous Meeting

4.1 **Website quotes** – The quote obtained by Gregg from another potential supplier was very close to the first quote. David had raised the question of accessibility of the website in respect of the Equality Act. This requirement had not been specifically stated in the webmap upon which the quotes had been based.

DECISION; The proposal was to ask the two potential suppliers to re-quote on the basis of the additional requirement. This was agreed

4.2 **Princetown Toilets** – The corrected invoice was still awaited from WDBC. Ownership of the building had been queried with the Duchy and a response was awaited. It was suggested that this information might be in one of the historic filing boxes held by the Clerk

4.3 **Meeting dates** – All Councillors had agreed on the second Tuesday in the calendar month and a list of dates was distributed. Bookings at the Community Centre and at Postbridge had been requested. **[Post-meeting note:** January's meeting will be held in the reception area at the Community Centre as the small hall was already booked out to the History Society]

4.4 **Flooding of private property** – the problem in Oakery Crescent had been found not to be a West Devon Homes problem. A blockage in another property elsewhere in the Crescent was the root cause. That notwithstanding, runoff from land behind the Crescent needed investigation as this was also a contributory factor

ACTION; - Clerk to suggest a meeting between Tom Stratton and Justine Colton (Tor Royal)

4.5 **Duchy Square procurement process** – Discussion was in progress between DCC and a potential tenant. DCC hoped to have the process completed by Christmas

4.6 **Local Business self-help** – David was to talk to local businesses as a result of the meeting last month with DNPA. Item carried forward

4.7 **Fern/Heather Terrace wall** – Ownership of the wall had been queried with the Duchy. A reply was awaited

4.8 **East Dart Hotel flags** – These had now been removed from the road

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5. Precept 2013/14

A draft of the budget for 2013/14 had been distributed to Councillors prior to the meeting.

The Clerk said that the principles upon which the draft had been prepared were;

1. no increase in the precept
2. no change in toilet support to WDBC
3. a paid litter picker
4. a move to weekly dog bin servicing
5. an increase in annual donations
6. additional grass cutting from WDBC

Since the draft had been circulated, a letter had been received from the Neighbourhood Watch suggesting the purchase of a fifth dog bin, to be sited by the kissing gate at the top of Woodville Avenue. The Clerk said that this would cost £200, and Councillors agreed that this should be added to the budget

The Clerk said that the proposed spend equalled income for the year (more or less), which would leave the Council's surplus intact as a hedge against unplanned expenditure

Risks in the budget were;

1. Toilet income might be below expectations
2. WDBC might increase the required percentage of running costs for the toilets

Scope for change if this was needed to stay within budget

1. Do not increase donation levels (which are discretionary anyway) (£90)
2. Do not seek additional grass cutting areas (£500)
3. Forget website (£850)
4. Engage a volunteer litter picker (£644)
5. Stay with the existing internal auditor, if he will agree to this (£150)

The budget would be finalised and agreed at January's meeting

6. Community Centre and Youth Club (Wendy S)

6.1 Community Centre

The new lease is still awaited

The boiler in the Centre has been malfunctioning and cannot be used for health and safety reasons until it has been inspected. It is possible that a new boiler may need to be purchased, if spare parts prove too expensive. This matter is under consideration by the Duchy. The pre-school had hired heaters to enable sessions to continue

6.2 Youth Club

Quotes had been obtained for grass cutting around the Pavilion. They had been sent to Adrian Kemp (Stonehouse Play Space) for consideration.

The inside of the Pavilion had been cleared.

A party was being planned to enable parents to meet Youth Workers

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7. Repairs & Maintenance

- Paul had an action to provide grid references for the blockage at the top of Ivybridge Lane, above Notter Bridge – action carried forward
- Problems on the Two Bridges Road regarding runoff from New London and the bridle path alongside Sunnyside had been highlighted to the Duchy and action was awaited

8. Update on Highways Jobs

8.1 **New Jobs**

- The garden of Wesley House in Postbridge was being flooded, probably due to a blocked drain under the road
- Ditching in Saddlesbridge was needed urgently
- There was a loose pavement tile outside the Post Office and Stores in Princetown

8.2 **Existing Jobs Outstanding**

- Loose pavement gutter covers in Tavistock Road outside Lords Café had been repaired. New covers would be installed in due course when funds allowed
- The cattle grid sign at Rundlestone still needed attention
- The “pedestrians in road” sign for New London had had a risk assessment carried out. Its likely siting would be the Oakery end of the layby on the B3212
- Highways had reported that line painting was being reviewed as repair work was carried out. In the case of the stretch of road between the Prison and Rundlestone, its width meant that it was below the limit for regulatory central line painting. The request for edge line painting (which is discretionary) was under consideration

9. Reports from Committees

9.1 **School (Wendy W)**

A sub-committee had been set up to manage the installation of the new central heating system
The Christmas play would be performed on 18 and 19 December. Term would end on 20 December

9.2 **Play Area (Cliff)**

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

Results of the grant application to Councillor Sanders were awaited

The pre-school had made a donation to the second phase of the refurbishment. A letter of thanks would be sent to Sheila Manning. A donation had also been made by the charity shop, for which a letter of thanks would be sent to Bridget Turnbull

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

Les had checked with the voluntary litter picker in the village, but he had declined to include the play area in the scope of his work. A letter had been received from a village resident applying for the paid role of litter picker. It was agreed that a holding letter would be sent to this resident. The Clerk distributed a suggested advert for the

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job and this was agreed. It was noted that the Parish Council would need to acquire suitably sized bags to line the refuse bins in the play area

Progress on production of a Biffa Award grant application continued

- 9.3 **Cemetery (Val)** - The Arrowsmith-Brown memorial had been removed for an additional inscription to be added
- 9.4 **Emergency Plan (David)** – A meeting of volunteer snow wardens was being arranged
- 9.5 **Parish Plan Sub-Group** – A meeting was still to be organised. The Community Council of Devon (CCD) had been making enquiries about progress. They were arranging a new round of drop in sessions in the new year and Martin Rich would be in contact to allow the Sub-Group to attend a session to update ideas for the Plan
- 9.6 **Parking Sub-Group (Gregg)** - Nothing to report
- 9.7 **Fire and Rescue (Paul)** - Nothing to report

10. Reports from Meetings with Other Groups

Nothing to report

11. Correspondence

- 11.1 **Taxi Rank, Princetown** – The Parish Council had been asked to send a letter to WDBC the reasons for the request to remove the taxi rank. It was noted that the impact of charging in the car park was a large contributor for removing the taxi rank as visitors sought free parking spaces

12. Financial Management

12.1 Summary for November

Payments made			
	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
Receipts			
	Ref 655	DNPA grant for Hexworthy memorial inscription	£400.00
Balance in bank 30 November			£26,087.81
To Receive			
	Ref 662	Pre-School play area donation	£250.00
	Ref 663	Interment fee from S Arrowsmith-Brown	£50.00
	Ref 667	Santander share dividend	£9.36
	Ref 669	Charity shop play area donation	£250.00
To pay			
	Ref 664	B Hibbert – Jubilee bench inscription	£400.00
	Ref 665	Duchy of Cornwall – hire of Community Centre	£30.00
	Ref 666	E Derham – re-imburement for tree lighting	£77.98
	Ref 668	M J Druett – grass cutting	£235.00

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13. Planning Applications

13.1 The following planning applications were received in November

DNPA Ref. & Applic. Type	Description	Location	Comments
12/0610	Erection of woodchip processing shed and store	Brimpts Farm Dartmeet	With Councillors for review

- 13.2 **Tree works at Keystones, Princetown** – The Park Authority had not placed a tree preservation order on the horse chestnut trees in question, so works could proceed
- 13.3 **Bellever Close Development** – The Clerk was awaiting a written statement from the Planning Officer at DNPA
- 13.4 **Blackdown Piper Farm** – the Secretary of State had rejected the applicant's appeal on the grounds that the case for the siting and size of the proposed building had not been made
- 13.5 **Plymouth Hill** – the Secretary of State had rejected the applicant's appeal to erect two dwellings on the grounds that there was insufficient visibility for vehicles exiting the site, and there would be a danger to pedestrians due to the lack of a proper pavement
- 13.6 **Beardown Farm** – The unauthorised chalet belonged to the Duchy. An enforcement notice to remove the chalet had been issued by DNPA, and had also gone to appeal, which was upheld. However, no work had been carried out to remove the chalet to date
- 13.7 **Merrivale Quarry** – The Duchy was applying for a part change of use, to facilitate expansion of the local business called "Spirit of Adventure" (based at Powdermills). The intention was to use the site for low impact outdoor activities such as canoeing, climbing and the teaching of survival skills. The application needed to proceed as quickly as possible, as much rested upon the tenant obtaining a grant, for which there was a timescale. This application was not within the DFPC boundary

14. Urgent Matters at the Chair's Discretion

- 14.1 **Commercial Refuse Collection** – Clerk to make enquiries about conditions for use and collection of commercial bins
- 14.2 **Princetown Christmas tree** – letters of thanks to be sent to Mark and Dave Cole

15. Any Other Business

- 15.1 Alison had reported a case of fly tipping in Hexworthy to WDBC. Action was still awaited
- 15.2 Councillors were given a copy of the draft Dispensation Request form (reference the Code of Conduct) and were asked to consider whether the Council or the Clerk should determine dispensations and how many clear days notice should be given. Decisions would be made at the next meeting
- 15.3 The Princetown carol service would be held on Monday 10 December at 18:00

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- 15.4 Wendy S said that she wished to clarify the use to which the primary school put the funds it received from the two Arts and Crafts exhibitions held each year. These funds were used to pay towards the costs of trips and visits for the children
- 15.5 Emma said that she was sending pictures to a lighting company to obtain a quote for tree lights for next year

PUBLIC SESSION

1. Letter to be sent to the Forestry Commission with regard to two of their properties in Bellever that have been empty for more than one year
2. A pipe is blocked in Bellever Forest (above Postbridge) leading to a five foot deep “puddle” being created. Letter to the Forestry Commission required
3. WDBC’s Waste Sub-Group will be addressing the long term future of funding for Princetown’s public toilets
4. Highways’ attention to be drawn to the improvement in drainage at Saddlesbridge as a result of clearance by a resident

Next Meeting

There being no further business, the meeting closed at 9.25 pm

The next Parish Council meeting will be at **7.30 pm on Tuesday 8 January 2013** in the **Community Centre, Princetown**

Alison will chair the meeting. Gregg gave his apologies for the meeting

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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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