

DARTMOOR FOREST PARISH COUNCIL
Minutes of the Council meeting held on Tuesday 5 February 2013
in the Community Centre, Princetown at 7.30 pm

Present

Princetown
David Worth (Chair)
Emma Derham
Gregg Manning
Cliff Palmer
Wendy Stones

Postbridge

Hexworthy/Huccaby
Alison Geen

Apologies

Princetown
Paul Turnbull

Postbridge
Val Greatrex
Wendy Watson

Hexworthy/Huccaby
None

Absent without Apology

Princetown
None

Postbridge
None

Hexworthy/Huccaby
None

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 8 January
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 Val, Wendy W and Paul

2. Minutes of the previous meeting

The minutes of 8 January were agreed as a true record and signed by the Chair

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3. Matters arising from the previous Meeting

- 3.1 **Website quotes** – The advert had been placed in the two Parish magazines for their February editions. No response had been received so far. There were no grants available from the Equality Commission
- 3.2 **Princetown Toilets** – Figures for the year 2011/12 had now been agreed. The final position was that WDBC owed the Parish Council £800
- 3.3 **Duchy Square procurement process** – A DCC Officer had reported that the Authority was still in discussions with one party over the centre. Progress had been made in that the Duchy had raised no objections to the proposed operator or the way they wished to operate the building. Contract negotiations would continue and should be concluded in the near future
- 3.4 **Public Session** – It was suggested by a member of the public at last month's meeting that the Parish Council should consider moving the Public Session to the start of each meeting instead of at the end
DECISION: After due discussion it was agreed unanimously that the Public Session should be moved to the middle of the meetings, following the Highways agenda item
- 3.5 **Minutes Publication** - It was suggested by a member of the public at last month's meeting that the Parish Council should consider publishing the draft minutes of each meeting, instead of waiting until the following month, after minutes had been signed.
 As with previous discussions on this proposal, Councillors remained concerned that minutes containing potential errors/misleading wording might be placed in the public domain
DECISION: It was agreed unanimously to retain the status quo and publish minutes only after they had been signed
- 3.6 **Moor Trees Presentation** – Graham Burton, Director at Moor Trees, will give a short presentation at the Annual Parish Meeting in May about phase II of the Prison project
- 3.7 **Fern/Heather Terrace wall** – The ownership question had been resolved. The Clerk had looked at the area in question, but had been unable to establish clearly the resident's problem and its potential solution **ACTION:** Clerk to arrange a site visit with the resident
- 3.8 **Extension to Princetown Graveyard** – The History Club report had not been tracked down. Reverend Nick Shutt had been informed
- 3.9 **Electoral Roll Analysis** – The electoral register figures for 2013 were as follows (2012 figures in brackets)
- | | |
|--------------|------------------|
| Hexworthy | 65 (64) |
| Postbridge | 128 (128) |
| Princetown | 715 (723) |
| TOTAL | 908 (915) |
- 3.10 **June Meeting Venue** – The June meeting could not be held in Postbridge as the hall was already booked. The meeting will be in Princetown
- 3.11 **Fire Station Road Painting** - Copy received of a letter from Neighbourhood Watch to Tom Stratton. Concern was expressed that the double yellow lines in front of the Fire Station were still obscured by water and mud. It was suggested that a gully was cut through the bank to allow water to drain away and to prevent a recurrence of the problem
- 3.12 **Local Business self-help** – David's action to contact local businesses was carried forward

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- 3.13 **Christmas tree lights** – Emma was in contact with a potential supplier of lights. Carried forward
- 3.14 **Dog litter signs** – Cliff had installed some of the new metal signs to replace the laminated signs that had been damaged

4. Report from Beat Manager

PC Dave Pickles was unable to attend, but had sent a report via the Clerk

Police were dealing with a dispute between neighbours in Woodville Avenue

Dave had been working closely with Rob Steemson, DNPA's Head Ranger, during and after the snow related problems in the Princetown car park. In Dave's opinion, the best barrier for the car park would be a chain across the entrance, which would involve resident help to pull it across and remove it at the appropriate time. With regard to the obstruction caused by parking on Pork Hill and Peek Hill, there were offences that could be used. Dave had suggested that a pack could be placed on car windscreens to inform drivers. The use of roadblocks to prevent entry to the area would need agreement between DNPA and the Inspector for the area. The use of the 101 Police non-urgent line should be used to report obstructions. The 999 line should be used if there was immediate danger.

Councillors expressed concern that the village's problems had not been given an appropriate priority. A case was quoted of an ambulance being obstructed by parked vehicles, which delayed its arrival to pick up an injured child

ACTION: It was agreed that the Council needed to work more closely with Rob Steemson, but that a letter of complaint needed to be sent to the local Police Inspector regarding response to calls over the period of disruption

5. Community Centre and Youth Club (Wendy S)

- 5.1 **Community Centre** – Progress on the lease continues to be slow, with no final date available for its completion
- 5.2 **Youth Club** –Simon Cohen, Devon Youth Service, Northern and West Devon Team Leader had provided the following report;

"Simon and Fiona met some months ago with Adrian Kemp at the Pavilion whilst awaiting finalisation of lease agreements with the Duchy to plan a co-ordinated approach to youth/partnership work. We continue to work in a detached setting on a weekly basis. This has not been a very good week due to the recent weather conditions as I am sure you can appreciate. Young people are excited at the possibility of using the building and, as a service, we have drawn up a draft Service Level Agreement for Adrian to work from. It is anticipated that the building will open during February half term and that we will work with young people and the organisation to facilitate the opening and a weekly session with Stonehouse Play Space as the lead supported by Devon Youth Service workers"

Councillor Philip Sanders had secured £2,000 from the "Invest in Devon" fund towards the cost of restarting the Youth Club. Wendy said that this money would go towards training young people to be Youth Workers. It was hoped that, once a young person had completed a set number of voluntary hours as a Youth Worker, this would lead to paid work

There was an open evening in the Pavilion that evening, and the grand opening was 19 February (this date to be confirmed). The Pavilion had been power washed externally.

Wendy said that there was a consultation in progress with the young people to understand their requirements

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6. Repairs & Maintenance

6.1

- Emma reported that the light in the Woodville Avenue phone kiosk had been repaired. The “telephone” sign on the Rundlestone kiosk had fallen out and was awaiting replacement
- Repair of the kissing gate in Woodville Avenue was complicated by the discovery that it was not on a public Right of Way
ACTION: Clerk to check land ownership with the Duchy as it is not owned by the National Park
- It was reported that the Park Authority already had work in hand to deal with the boggy areas on the path between Nun’s Cross and Tor Royal, which had been highlighted at the previous meeting
- It was reported that the Park Authority were in the process of repairing the gate past the old fire station
- Scaffolding currently erected around the Visitor Centre in Princetown was obscuring the sign for the mini-roundabout to traffic entering the village from the south.
ACTION: Clerk to report this matter to DNPA

7. Update on Highways Jobs

- 7.1 **Letter from Resident** – The letter, which had been sent to Councillors, asked for an explanation of the policy on clearing pavements of snow. The letter also complained about the time taken for the waste collection to be made after the snow had been cleared. Finally, the letter thanked the Parish Council for supplying sand/grit for those who needed it. With regard to clearing pavements, DCC had provided the following statement; *“It is Devon County Council policy not to treat footways with salt or grit in icy and snowy conditions. However, busy footways, for example those in main shopping centres, are treated on a reactive basis during periods of prolonged freezing, within resources available, once the primary salting network is clear. Although footways in rural areas are not normally treated, grit bins are sited at vulnerable locations for members of the public to use as need arises, additionally parishes involved in the snow warden scheme may have a snow plan in place which includes treatment of some footways in their parish”*. Gregg pointed out that this did not, actually, answer the resident’s request for an explanation of the apparent discrimination in clearing pavements which had taken place in Princetown, with pavements being cleared outside social housing properties and shops
ACTION: Clerk to clarify this point with Highways, and to write a letter of complaint to WDBC regarding the late refuse collection

7.2 **New Jobs**

- **New Disabled Bay** – A resident in one of Squires Cottages in Princetown had submitted an application for a bay to be put in place outside their property. After a conversation with John Doswell from Highways, the Clerk had instructed him to ask the resident to use the bay already in place, outside the neighbouring property
- **Rundlestone Layby** – There are very large potholes in the layby at the Rundlestone junction
- **Plymouth Hill** – the road surface on Plymouth Hill is failing, with cracks and potholes increasing rapidly

7.3 **Existing Jobs Outstanding**

- **Saddlesbridge** – Drain clearance still outstanding
ACTION: Alison undertook to speak directly to Highways with a view to getting some immediate action
- **Station Cottages** – The pothole in the road near the junction with Tavistock Road had been reported, but more had appeared subsequently

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- **Rundlestone Signage** – Improvement in signage to Princetown to avoid drivers taking the turn to North Hessary Tor by accident. Highways stated that, without casualty history, there is neither justification nor budget for the Parish Council’s request. The fact that there is already a “fairly prominent” No Through Road sign, with a “Private Road supplementary plate at the junction with the private road is felt to be sufficient. Emma said that a slight curve in the road at the point of the sign to the private road hid the sign to Princetown from drivers
ACTION: Clerk to ask for consideration to be given to re-siting the Princetown sign so that it is visible sooner

8. Reports from Committees

8.1 **School (Wendy W)** – nothing to report in Wendy’s absence

8.2 **Play Area (Cliff)**

Cliff had inspected the play area and had not found any problems

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

The new picker had started work on 2 February, with Wendy S accompanying him. The only problem had been the bags. The samples provided for the bins and for loose litter picking had not been suitable, either in size or strength.

ACTION: Cliff said that he would try to track down the source of bags used by the previous picker for the litter bins. In addition, the Clerk will ask advice of the Tavi Tidy group

It was also agreed that the picker’s Method of Working statement needed to be amended to state that needles must be left in place and reported to a Council contact

The application for a grant from the “Invest in Devon” fund had been successful, and the full amount requested had been awarded. This meant that phase 2 was now fully funded and could go ahead

ACTION: Letter of thanks to go to Councillor Sanders who had suggested and supported the application

Emma said that she had some reservations about the design of the toddler area, and wanted to revisit it before it was too late to make any changes

ACTION: Meeting of the Play Area Development Group to be set up

8.3 **Cemetery (Val)** – Nothing to report in Vals’ absence

8.4 **Emergency Plan (David)** – David said that he now had four volunteers for snow shovelling, with four more waiting to be formally signed up. The cheap shovels purchase last year had proved to be a short-lived investment and David was given the go-ahead, within reason, to purchase more substantial shovels

The Clerk was awaiting a reply from Councillor Sanders on the possibility of providing grit bins for Oakery Crescent and Bellever Close

Concern was, again, expressed that the grit bin for the Community Centre was indoors and locked, which made emergency access difficult. David undertook to check on the legal position of accidents taking place on unadopted roads and pavements

The Clerk was awaiting a reply from the Emergency Planning Officer regarding further supplies of free salt

8.5 **Parish Plan Sub-Group** – Nothing to report

8.6 **Parking Sub-Group (Gregg)** - Nothing to report

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9. Reports from Meetings with Other Groups

Nothing to report

10. Correspondence

- 10.1 **Housing Allocations Policy Survey** – WDBC was proposing some changes to its housing allocations policy and was carrying out a consultation to gauge support
ACTION: Wendy S to provide Clerk with responses. Deadline for return of the survey is 22 March [**Post-meeting note;** Completed consultation questionnaire sent to WDBC on 11 February]
- 10.2 **Fire Station Road Painting** - Copy received of a letter from Neighbourhood Watch to Tom Stratton. Concern was expressed that the double yellow lines in front of the Fire Station were still obscured by water and mud. It was suggested that a gully was cut through the bank to allow water to drain away and to prevent a recurrence of the problem
- 10.3 **WI Letter** - Letter of thanks received from the WI for the bottle of wine donated by the Parish Council as a raffle prize at the Seniors' Christmas party
- 10.4 **Devon Senior Voice** – January issue of the newsletter had been received
- 10.5 **Annual Mayoral Awards** - Nomination forms had been received for the West Devon awards of 2013. There are three awards recognising noteworthy actions within the Borough/enhancing the Borough's reputation on the national stage: one for a person under 18 and the other a person over 18 or an organisation. The third award recognises a group or individual who has made a significant contribution to the conservation and protection of West Devon's natural environment
- 10.6 **Draft Police and Crime Plan** – The Police and Crime Commissioner was seeking opinion on his proposed Plan. A link to the online survey had been sent to Councillors
- <http://www.devonandcornwall-pcc.gov.uk/Take-Part/We-Want-Your-Views.aspx>
- 10.7 **DNPA Rights of Way Work** – Notification of DNPA's intention to repair Ivybridge Lane had been sent to Councillors

11. Financial Management

11.1 **Summary for January**

Payments made			
		Nil	
Receipts			
	Ref 669	Charity shop play area donation	£250.00
	Ref 670	Sales of Jubilee mugs – Postbridge	£88.20
Balance in bank 31 January			£20,501.74
To Receive			
		Nil	
To pay	Ref 671	Around and About - advert for website designer	10.00
	Ref 672	WDBC - dog bin servicing	64.90

- 11.2 **Payroll Service** – The Clerk was investigating a cheaper service provider which, if suitable would reduce the annual charge for the service from £100 to £45

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12. Planning Applications

12.1 The following planning applications were received in January

DNPA Ref. & Applic. Type	Description	Location	Comments
13/0033 Change of use	Change of use to allow civil ceremonies and receptions to be held	Tor Royal Farm Princetown	Supported
13/0004 Change of use	Change of use of upper yard to trekking centre	Tor Royal Farm Princetown	Supported. This is a re-presentation of a withdrawn application
12/0657 DPP	Extension to existing cattle shed for loafing area	Prison Farm Princetown	Granted: Work to start within three years Upon the building becoming redundant for the specified purpose, it is to be removed and the land is to be re-instated to its former condition within a period of six months
12/0610 DPP	Erection of woodchip processing shed and store	Brimpts Farm Dartmeet	Granted: Work must start within 3 years Building use to be restricted to processing and storage of wood and woodchip. Upon the building becoming redundant, it shall be removed and the land re-instated to its former condition within six months Work on new stone faced retaining banks to start within 3 months of work starting. Planting of the banks shall be carried out within 12 months of work starting. Banks to be maintained for 5 years, including replacement of trees or shrubs that die or are removed

13. Urgent Matters at the Chair's Discretion

13.1 **WDBC Complaint** – The Clerk had sent a letter to WDBC to complain about the unacceptable delay in collecting the refuse from Princetown during the recent bad weather

14. Any Other Business

14.1 **Comic Relief** – The WI walk, a round trip between Lords Restaurant and the Prison, would take place on 16 March. Entry fee will be £1 and walkers were being asked to wear something funny or something silver

PUBLIC SESSION

Nothing to report

Next Meeting

There being no further business, the meeting closed at 9.15 pm

The next Parish Council meeting will be at **7.30 pm Tuesday 5 March 2013** in the **Community Centre, Princetown**

Alison will chair 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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