

DARTMOOR FOREST PARISH COUNCIL
Minutes of the Council meeting held on Tuesday 12 March 2013
in the Community Centre, Princetown at 7.30 pm

Present

Princetown
 Emma Derham
 Gregg Manning
 Cliff Palmer
 Wendy Stones
 Paul Turnbull
 David Worth

Postbridge
 Val Greatrex

Hexworthy/Huccaby
 Alison Geen (Chair)

Apologies

Princetown
 None

Postbridge
 Wendy Watson

Hexworthy/Huccaby
 None

Absent without Apology

Princetown
 None

Postbridge
 None

Hexworthy/Huccaby
 None

In Attendance

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 5 February |
| 4. | Matters arising from the previous meeting and not on the Agenda |
| 5. | Councillor vacancy |
| 6. | Community Centre & Youth Club |
| 7. | Repairs & maintenance |
| 8. | Update on Highways jobs |
| 9. | Planning applications |
| | PUBLIC SESSION |
| 10. | Reports from Committees and Sub-Groups |
| 11. | Reports from meetings with other groups |
| 12. | Correspondence |
| 13. | Financial management |
| 14. | Urgent matters at the Chair's discretion |
| 15. | Any other business |

1. Apologies

There was an apology from Wendy W

| | |
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2. Report from Beat Manager

Nothing to report

3. Minutes of the previous meeting

The minutes of 5 February were agreed as a true record and signed by the Chair

4. Matters arising from the previous Meeting

- 4.1 **Website quotes** – There had been no response from the two adverts placed in the parish magazines. Tavistock Town Council's website had many of the characteristics required by the Parish Council and a suitable contact was being sought within the Town Council. It was hoped that this might lead to a contact for a website designer with the required skills
- 4.2 **Princetown Toilets** – WDBC had paid the money owed to the Parish Council
- 4.3 **Duchy Square procurement process** – No further report from DCC [**Post-meeting note**; Clerk has been in touch with Tom Stratton who is seeking an update from DCC]
- 4.4 **Dog litter signs** – The metal signs are not being damaged

5. Councillor Vacancy

Three residents had expressed an interest in the vacancy to Councillors, but had not taken this any further. The co-option notice will be posted, which will give residents an opportunity to contact the Clerk if they are interested

Action: Clerk to provide Councillors with a specification for the role of a Parish Councillor

6. Community Centre and Youth Club (Wendy S)

6.1 Community Centre

Wendy S reported that the recent Beer and Cider Festival had been successful and might become an annual event. The Festival had led to two bookings for the Centre's facilities

There had been problems with the boiler, resulting in the temperature dropping below the statutory level in the Pre-School. The engineer called out to repair the problem had been of the view that someone had tampered with the system

It was hoped that the new lease would be ready for signature at the end of March

6.2 Youth Club –

Wendy S reported that the Youth Club now had two sessions on Tuesday. The first session ran from 4.30 pm to 6.30 pm and the second from 6.30 pm to 9.00 pm

The Clerk reminded Councillors that the Parish Council had set aside £1,000 in the current year's budget to pay rent and loan repayment for a year for the pavilion building

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7. Repairs & Maintenance

It was agreed that the bus shelter in Duchy Square needed its annual maintenance. This would involve reseating the guttering and decorating the shelter

Action; Paul to arrange for Fire and Rescue to hose out the shelter before the work started

8. Update on Highways Jobs

8.1 New Jobs

Large potholes have appeared in the layby on the Two Bridges Road below New London

Deer warning sign needed on the Tavistock Road beyond the Prison, travelling out of the village

8.2 Existing Jobs Outstanding

- **Saddlesbridge** – Alison had spoken to Highways, but to no effect. Due to the relatively low level of traffic, the road does not meet the current criteria for attention,

Wall on B3212 at Dousland – The wall continues to crumble into the road and to present a hazard for vehicles

Princetown Visitor Centre – The scaffolding covering the building is still obscuring the road sign for vehicles entering the village down Plymouth Hill

Rundlestone signage to Princetown – Highways had agreed to look into the possibility of moving the Princetown sign, which is currently obscured by a curve in the main road

9. Planning Applications

9.1 The following planning applications were received in February

| DNPA Ref. & Applic. Type | Description | Location | Comments |
|-------------------------------------|---|--|--|
| 13/0092 Full PP | Erection of steel framed side apex building to cover existing silage clamp | Tor Royal Farm Princetown | Supported |
| 13/0069 Full PP | Installation of 3 transmission dishes, each with two ODU units, onto existing mast, with associated works | Arqiva Transmitting Station North Hessary Tor Princetown | Supported |
| 13/0048 Full PP | Demolition and replacement of 3 existing cattle buildings with new storage shed and cattle building, plus creation of shed over existing silage clamp | Huccaby Farm Hexworthy | Supported |
| 12/0623 Full PP | Removal of agricultural buildings and erection of multi-purpose buildings for holiday let, workshop, garaging and implement store | Yellowmeade Farm Princetown | Refused: Would result in holiday accommodation in a new building outside a recognised settlement which is not in association with farm diversification The scale, appearance and design would be detrimental to the character and appearance |

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| DNPA Ref. & Applic. Type | Description | Location | Comments |
|--------------------------|--|----------------------|---|
| | | | of the wider landscape and setting of the heritage asset |
| 12/0501 Change of Use | Military dry training for an indefinite period | Cramber Tor Dartmoor | Granted for a 40 year period, with many conditions. A list of the conditions had been sent to all Councillors for information |

- 9.2 **Lydgate Hotel, Postbridge**– Val said that work had started at the Hotel and she was unsure whether the planning application had been approved [**Post-meeting note**; The Clerk confirmed that the application had been approved]
- 9.3 **Planning References** – It was agreed that the DNPA planning application references should be added to the agenda for clarity
- 9.4 **Planning Handbook** – Councillors asked for further copies of the Planning Handbook produced by the Devon Association of Local Councils (DALC) [**Post-Meeting Note**; the Clerk distributed an electronic copy to all Councillors]
- 9.5 **Yellowmeade Farm** – the applicant attended the meeting and invited Councillors to visit the farm and see for themselves the work that was being done to improve the environment. A modified planning application was being prepared. It was noted retrospectively that Alison had an interest to declare as her husband cut the grass at the farm

PUBLIC SESSION

Nothing to report

10. Reports from Committees

- 10.1 **School (Wendy W)** – Nothing to report in Wendy's absence
- 10.2 **Play Area (Cliff)**
- Cliff had inspected the play area and reported that no problems were found
- Repair to the signage at the top of the play area was outstanding
- The Clerk will find a source of refuse bin liners suitable for use in the play area
- Dog excrement had been reported on the grass around the war memorial
- Action was still needed to set up a meeting to review the siting of toddler equipment
- 10.3 **Cemetery (Val)** –
- Part of the boundary wall bordering the footpath had collapsed due to the bad weather
Action; Clerk to obtain a quote for the work
- 10.4 **Emergency Plan (David)** – Nothing to report
- 10.5 **Parish Plan Sub-Group** – Nothing to report
- 10.6 **Parking Sub-Group (Gregg)** - Nothing to report

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- 10.7 **Fire and Rescue** – Paul reported that recruitment would start shortly to build up the numbers, which were currently low. Work on the changes to the building were on hold due to lack of funds

11. Reports from Meetings with Other Groups

- 11.1 **Localism in Action** – Val had attended a WDBC sponsored workshop in Lamerton on 7 March. She distributed papers on DCC's consultation on effective engagement and said that the event had clarified aspects of the Localism Act that affected Parish Councils
- 11.2 **Southern Link Committee** – Paul had attended the meeting on 28 February. He confirmed that crimes pertaining to the Prison were no longer included in the figures provided for the Southern Link Committee. It was noted that the crime reports beyond this local level (e.g. at Devon County level) still included the Prison figures

12. Correspondence

- 12.1 **WDBC Consultations** – There were two consultations starting on 7 March. One was for a supplementary planning document for the South and South West of Tavistock Masterplan, and the other was for a supplementary planning document called Assessing the Impact of New Retail Development in West Devon. Documents were viewable online at: www.westdevon.gov.uk/article/2406/Current-Plans--Projects
- 12.2 **Community South West Campaign** – The campaign is run by Cornish Mutual and awards funds to projects voted for by local communities
- 12.3 **Parking Charges in Princetown – update from Ally Kohler 28 February**

The update below is given verbatim;

“As you are aware in October 2012 the NPA agreed to implement formal parking charges at its car park in Princetown. The views of the Parish Council and businesses were presented to the Authority and as a result an all year round flat rate charge of £1 for cars and £4 for coaches is being proposed for people parking between 10am and 6pm. In effect this simply formalises the current voluntary donation.

The legal process for implementing the charges has started, this is being managed by West Devon Borough Council (WDBC) as they are the body responsible for amending the Off Street Parking Places Order. The process for making this order includes a period of public consultation, which starts on 28 February. A notice has been placed in the Okehampton and Tavistock Times today and copies of the draft Order are available at the HMVC and the WDBC offices at Okehampton and Tavistock and the details are also available on their website: www.westdevon.gov.uk.

The deadline for comments is 27 March 2013. Any objections will be considered by the NPA and we will feed our views back to WDBC, which is the decision making body and responsible for enforcing the charges”

- 12.4 **DEFRA Call for Evidence** (previously emailed to Councillors) – DEFRA was seeking information on “interesting examples of alternative service delivery in rural areas”
- 12.5 **Moor than meet the Eye** – This project was just starting up and volunteers were being sought to sit on the Stakeholders' Group. Val and David put their names forward

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13. Financial Management

13.1 Summary for February

| | | | |
|------------------------------------|---------|--|------------|
| Payments made | | | |
| | Ref 671 | Around and About - advert for website designer | £10.00 |
| | Ref 672 | WDBC - dog bin servicing | £64.90 |
| Receipts | | | |
| | | Nil | |
| Balance in bank 28 February | | | £20,426.84 |
| To Receive | | | |
| | Ref 676 | Santander share dividend | £10.22 |
| | Ref 673 | WDBC refund for Princetown toilets | £957.60 |
| To pay | | | |
| | Ref 677 | A Jaques – litter picking | £52.69 |
| | Ref 678 | HMRC – Clerk's half-year PAYE | £200.40 |
| | Ref 679 | Clerk – Half-year pay and expenses | £909.15 |
| | Ref 680 | Duchy of Cornwall – Half-year rent | £36.00 |

- 13.2 **Payroll Service** – The Clerk had cancelled the contract with South Hams District Council and had signed a contract with a cheaper provider. This reduced the annual charge from £100 to £45

14. Urgent Matters at the Chair's Discretion

- 14.1 **Cigarette butts** – Residents continued to complain about the butts left on the pavement in front of the Prince of Wales Hotel
Action; Clerk to write to Mr Brady requesting installation of a wall mounted bin
- 14.2 **Community Centre grit bin** – Residents continued to complain about the lack of accessibility of the Centre's grit bin, which was sited in the centre's entrance area and kept locked
Action; Clerk to write to Mr Morgan requesting re-siting of the bin to the pavement by the passing place on the access road to the Centre

15. Any Other Business

- 15.1 **Wesley House Princetown** – Wendy S said that this property was to be auctioned and would change to residential use
- 15.2 **Litter picking Princetown** – Wendy S said that there was a possibility that a group of residents would organise regular litter picks, possible monthly
- 15.3 **Disabled bays Princetown** – The Parish Council does not have a clear picture of the siting of the bays and whether they are still needed. Councillors agreed that applications for new bays still needed to involve the Council
Action; Paul to compile a list of all bays and their position. The Clerk will contact Highways and request that the Council remains as a consultee when applications for new bays are made

PUBLIC SESSION

Nothing to report

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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 Tuesday 9 April 2013** in the **Community Centre, Princetown**, following the Annual Parish Meeting.

David will chair the meeting.

Gregg gave his apologies for the meeting

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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