

DARTMOOR FOREST PARISH COUNCIL
Minutes of the Council meeting held on Tuesday 11 June 2013
in the Community Centre, Princetown at 7.30 pm

Present

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

Postbridge
Val Greatrex

Hexworthy/Huccaby
Alison Geen

Apologies

Princetown
None

Postbridge
None

Hexworthy/Huccaby
None

Absent without Apology

Princetown
None

Postbridge
Wendy Watson

Hexworthy/Huccaby
None

In Attendance

None

There was one member of the public present

A G E N D A

1.	To receive apologies
2.	Declarations of interest
3.	Report from Beat Manager
4.	To accept the minutes of the meeting held on 14 May
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.	Planning applications
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10.	Reports from Sub-Groups and Special Interests
11.	Reports from other meetings
12.	Correspondence
13.	Financial management
14.	Urgent matters at the Chair's discretion
15.	Any other business
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1. Apologies

It was noted that Wendy W was absent without apology [**Post-meeting note**; apology received the following day]

2. Declarations of interest

There were no declarations of interest

It was noted that John had completed his Business Interests Register as part of his induction

3. Report from Beat Manager (via the Clerk)

Dave and Mark had provided the Clerk with a report as follows:

- They had been unable to commit to a regular attendance at Parish Council meetings due to changes in shift patterns and lack of time. They might be able to attend on an ad hoc basis occasionally
- There had been an assault involving a resident in Bellever Close. There might be an impact in the wider community
- Sheep rustling was a worry, with one farmer reporting that 240 of his sheep had been stolen in the first quarter of the year. Police officers were touring farms, gathering and assessing information
- A multi-agency approach was still in place to prevent raves in the forest. The police profile will be increased in the roads around the forest at targeted dates (e.g. bank holidays), number plates will be noted and shared with other agencies. There will be a heavy reliance on members of the public reporting any increase in activity to the police help line. The main thrust of the action plan will be prevention. Police have the powers to confiscate equipment
- The Moorwatch initiative continues to be successful, with zero thefts from vehicles on the moor so far this season. "No valuables here" car stickers are being distributed to visitors
- The police now had speed detection equipment for use as they saw fit. The provision of training for speed watch events needs to be investigated

4. Minutes of the previous meeting

The draft minutes of 14 May had been updated to reflect the need to replace the bungs in the rock spinner in the play area. There was also a typo ("Tow" Bridges Road)

Subject to these changes, the minutes were agreed as a true record and signed by the Chair

5. Matters arising from the previous Meeting

- 5.1 **Christmas tree lights** – Communication with Blachere had been poor. Emma had now set out the ground rules and the Clerk had received an assurance that the cost of returning any lights that were found not to be suitable would be limited to the cost of postage

ACTION: Clerk to place the order for the lights

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- 5.2 **Website costs** – The company used by WDBC had given a quote of between £1,000 to £2,000 for a bespoke, content management system website. The annual cost for hosting the website would be £150, and training would be £200. David said that he had looked at the cost-free option (Internet Archive/Scribt) and was of the opinion that the website would be acceptable as a free of charge offering

ACTION: Clerk to see if the cost could be reduced and to seek clarification of the £200 for training

- 5.3 **Community Right to Bid** –The Clerk had consulted DNPA’s Community Officer regarding this, as the information provided by WDBC in its Guideline document was somewhat confusing. The Officer said that the document did not clearly differentiate between planning matters (dealt with by the Park Authority for this Parish Council) and the maintenance of the Community Assets Register (dealt with by WDBC for this Parish Council). The Officer said that she would clarify this matter with WDBC

- 5.4 **Princetown toilets funding** – Ally Kohler had raised the matter at the DNPA’s leadership team meeting on 4 June and there was agreement **in principle** that DNPA would support the toilets from the financial year 2104/15. There was no shortfall this year. Discussion of future arrangements will start later in the year when budgets for 2014/2015 are being considered

- 5.5 **Purchase of dog bin for Woodville Avenue**

DECISION; After due consideration, it was agreed that the bin should be sited at the bottom of Woodville Avenue, adjacent to the telephone kiosk. As with the other bins in the village, the site was chosen because there are no residential properties in the immediate area

- 5.6 **Parish Council meetings**

DECISION; Councillor Sanders had indicated that he was more likely to be able to attend meetings on Mondays than any other day. Given the need for Paul to be able to attend meetings as well, it was, agreed to alternate meetings between the second Monday and the second Tuesday of the month

[**Post-meeting note;** July’s meeting remains on Tuesday (9th), August’s meeting moves to Monday (12th), September’s meeting remains on Tuesday (10th), October’s meeting moves to Monday (7th, at the Forest Inn), November’s meeting remains on Tuesday (12th) and December’s meeting moves to Monday (9th)]

- 5.7 **Fern/Heather Terrace** – The site that closes off the Terrace from Burrator Avenue is currently being used by West Devon Homes for storing materials for the insulation works being carried out locally. It will be completely cleared in 8 to 10 weeks, when the work is complete. Paul said that there had once been access to Burrator Avenue but, for a variety of reasons, the road junction had been closed off and the area had ceased to be maintained by Highways

ACTION; John took an action to find out the current legal situation with regard to the area in question after West Devon Homes move out

6. Community Centre and Youth Club (Wendy S)

- 6.1 **Community Centre** - A stone had been thrown through the window to the Doctor’s surgery. This had been reported to the Police

- 6.2 **Youth Club** - Nothing to report

7. Repairs & Maintenance

- **Bus Shelter Duchy Square** – Fire and Rescue Officers had hosed out the shelter and the painting was complete. Residents were pleased with the result
- **Devil’s Bridge risk** – Rushes growing near the verge on the northbound side of the B3212 were obscuring grazing animals at the Devil’s Bridge bend

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ACTION: Clerk to contact DNPA to ask for the rushes to be cut down

- **Ivybridge Lane** – DNPA's work had improved the drainage, but there was still severe erosion for the full length of the lane to Gutter Tor
- **Church wall in Princetown** – Cliff said that he would re-seat the fallen stone in the wall

8. Update on Highways Jobs

8.1 **New Jobs**

Tavistock Road will be closed whilst repairs are carried out to the dry wall on the road above the Prison. Clerk to check if a contraflow system could be put in place instead [**Post-meeting note;** Highways reported that the road was too narrow to operate a contraflow]

Clerk to query why there is no bus stop outside Lords restaurant, although buses do stop to pick up passengers

8.2 **Existing Jobs**

The lack of action to resolve the problems at Saddlesbridge is not acceptable. Clerk to escalate the matter to a more senior Officer in Highways

9. **Planning Applications**

9.1 The following planning applications were received in May

DNPA Ref. & Applic. Type	Description	Location	Comments
13/0297 Listed bldg. consent	Erection of partitions to form toilet compartments	Dunnabridge Pound Farm Hexworthy	Supported
13/0280 DPP	Retention of classroom between "F" wing and gymnasium	HMP Dartmoor	Supported
13/0270 DPP	Temporary hydrological monitoring cabin and associated equipment	With Councillors for review	Supported
13/0269 DPP	Temporary hydrological monitoring cabin and associated equipment	With Councillors for review	Supported
13/0249 Prior notific	Creating new track and revising existing tracks	Brimpts Wood Dartmeet	Granted: Work to be completed by 12 May 2018
13/0183 Full PP	Erection of rear and side extensions	1 Station Cottages Princetown	Granted: Work to start within three years Finishing of walls and roof of extensions to match existing There must be separate systems for draining surface water and foul water

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Nothing to report

10. Reports from Committees

10.1 **School** – Wendy S said that the school was celebrating its 150th anniversary, and there would be a Victorian theme to this year's summer fair. With regard to the school roll, 13 children from the pre-school would be joining Reception in September

10.2 **Play Area (Cliff) -**

The bungs in the rock spinner had not been replaced due to a hold up in delivery

The results of Emma's consultation on the design for phase 2 were;

Option 1. Original design – Toddler equipment spread out around wooden gym, which makes it hard to supervise children. This layout would be too costly to be fenced. **There were 22 votes for this option**

Option 2. Toddler equipment grouped together at equal distances, which makes supervision easier. This layout is unfenced. **There were 11 votes for this option**

Option 3. Toddler equipment still grouped together, as for option 2, but now the area is fenced, making it a designated toddler area. **There were 8 votes for this option**

Parents were not too worried about having fencing, but wanted the equipment to be moved further away from the Tavistock Road boundary wall than was shown in the original design

The Clerk had a site meeting with Sutcliffe on 17 June to finalise the design, using the results of the consultation, and the order would then be placed

A meeting was being set up with a grant application expert to agree the framework for phase 3, which will comprise a hang-out shelter, a larger slide and a goal post for older children. Emma to arrange this

10.3 **Cemetery (Val)** – The cost of repairing the wall had been given as between £650 and £950. Permission to start the work had been given

10.4 **Emergency Plan (David)** – Nothing to report

10.5 **Parish Plan Sub-Group** – Meeting to be arranged for August

10.6 **Parking Sub-Group** – Gregg said that the Traffic Order permitting parking charges was now in place. The ticket machines and signage should be in place in the car park by the end of June, with a planned start date for charging of 1 July. There will be some patching of the surface in the car park before charging starts, but there were no plans to mark parking spaces by white lining

10.7 **Fire and Rescue** – Paul said that the Service still had a shortage of resources and there would be a recruitment event in August. The results of the consultation into the proposed cuts were awaited

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11. Reports from Meetings with Other Groups

- 11.1 Daughters of America – Wendy S reported that the event commemorating the 200th anniversary of the arrival of the first US naval prisoners in Princetown had been very enjoyable. She had subsequently hosted the visit of a Daughter who had been unable to attend the ceremony, and enjoyed her visit so much that she made a donation to the church

12. Correspondence

- 12.1 **Fly-a-Flag** - We were requested to fly the flag from Monday 24 June until Armed Forces Day, which is Saturday 29 June. It was noted that the flag flew all year round in Duchy Square
- 12.2 **DEFRA Guidelines** – Councillors had been sent a copy of the recently published National Rural Proofing Guidelines
- 12.3 **Affordable Housing Workshop** – DNPA had sent out an Issues paper in connection with its supplementary planning document on affordable housing, which will be discussed at its workshop on 23 June. The Clerk had prepared some responses, which had to be submitted by 20 June
- 12.4 **Dartmoor Sustainable Development Fund** – Grants are available for 2013/14 (fund = £100k). The aim of the DSDF is to aid the achievement of National Park purposes by encouraging individuals, community groups and businesses to develop practical, local projects that develop and test new ways of achieving a more sustainable way of living, which enhance and conserve local culture, wildlife, landscape, land use or community. The key themes for this year are Energy Efficiency, Sustainable Travel and Young People.
- 12.5 **National Park Management Plan** – Residents' views were being sought for the period 2013 to 2018. Posters were provided to advertise this consultation
- 12.6 **Active Summer Exhibition** – This exhibition will run from 23 June until 25 September in the Princetown Visitor Centre

13. Financial Management

13.1 Summary for May

Payments made			
	Ref 686	M J Druett – grass cutting	£165.00
	Ref 687	WDBC – Dog bin servicing	£64.90
	Ref 688	A Jaques – Litter picking	£53.65
	Ref 689	WDBC – Toilets net contribution	£4,028.22
	Ref 690	D Agnew – Internal audit fee	£50.00
	Ref 691	Tavistock Area Support Services - donation	£75.00
Receipts		Nil	

Balance in bank 31 May			£23,253.02
To Receive			
	Ref 692	Santander dividend	£4.15
	Ref 699	Resident purchased leftover paint	£5.00
	Ref 700	Final sale of Jubilee mugs	£40.00
To pay			
	Ref 693	Broker Network Ltd - insurance	£528.92
	Ref 694	M J Druett – grass cutting	£400.00
	Ref 695	W Stones – paint for bus shelter	£49.96

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	Ref 696	Sutcliffe Play South West – rocker bungs	£21.70
	Ref 697	Duchy – hall hire	£60.00
	Ref 698	A Jaques – litter picking	£53.65

- 13.2 **External Audit** – Papers had been sent to Grant Thornton, who were now retained by the Government to carry out external Parish Council audits, the Audit Commission having been disbanded
- 13.3 **Letter of thanks** – A letter of thanks had been received from Tavistock Area Support Services (TASS) for the Parish Council's donation towards its new vehicle
- 13.4 **Combined grass cutting** – Replies to requests for information from DNPA, WDBC, WDH and the Duchy were awaited. Suggestions received for including the football pitch and the Feathers group
- 13.5 **Monies received** – Wendy S said that there was a further £40 that had been received for the sale of the final Jubilee mugs, plus £5 from a resident who purchased paint left over from the bus shelter work
- 13.6 **Purchasing Tender Limit** – The limit above which the specification for work must be open to competitive tender has been set at £1,000 for the past ten years and the Clerk questioned whether this amount was still applicable
DECISION; After due consideration, it was agreed that the limit should remain unchanged

14. **Urgent Matters at the Chair's Discretion**

- 14.1 **Bus Timetable** – It was agreed to install a timetable inside the Duchy Square bus shelter
- 14.2 **Uneven Track** – A resident had reported that the track along the old railway line was uneven. This was noted
- 14.3 **Princetown Litter Picking** – The volunteers had been supplied with the tabards and bags that Wendy S had been holding

15. **Any Other Business**

- 15.1 **Speeding through Postbridge** – Val raised the longstanding problem of vehicles speeding into Postbridge from Moretonhampstead. It was agreed that this was a suitable time to resurrect the Speedwatch process, in order to enable the Parish Council to carry out its own checking in Postbridge
ACTION; Clerk to contact the Speedwatch organiser
- 15.2 **Dartfordleigh Refuse Collection** – Val reported that the problem of bags left out overnight still persisted, despite the appropriate residents having been sent a letter asking for their co-operation in minimising the time the bags were left on the main road
ACTION; Clerk to escalate this matter within WDBC
- 15.3 **Community Centre Parking** – Councillors requested that the matter of additional parking for the Centre be raised again with the Duchy

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Nothing to report

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Next Meeting

There being no further business, the meeting closed at 9.45 pm

The next Parish Council meeting will be at **7.30 pm Tuesday 9 July 2013** in the **Community Centre, Princetown,**

Alison will chair the meeting.

List of Sub-Groups and Special Interests

Parish Emergency Group – Cliff, Paul and David	Special Interest Cemetery – Val
Parish Plan Sub-Group – Alison, Val, Wendy	Special Interest Housing – Wendy S
Parking Sub-Group – Gregg, Paul	Special Interest Princetown Community Centre – Wendy S
Play Area Sub-Group – Emma and Cliff	Special Interest Princetown Primary – Wendy W
Princetown Toilets Sub Group – Paul and Wendy S	Special Interest Southern Link – Paul
Website Sub-Group – Gregg and David	Special Interest Youth Club – Wendy S

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