

**DARTMOOR FOREST PARISH COUNCIL**  
**Minutes of the Council meeting held on Tuesday 9 July 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  
 Wendy Watson

**Hexworthy/Huccaby**  
 Alison Geen (Chair)

**Apologies**

**Princetown**  
 John Steele

**Postbridge**  
 None

**Hexworthy/Huccaby**  
 None

**Absent without Apology**

**Princetown**  
 None

**Postbridge**

**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.	Declarations of interest
3.	Report from Beat Manager
4.	To accept the minutes of the meeting held on 11 June
5.	Matters arising from the previous meeting and not on the Agenda
6.	Major events in the Parish
7.	Community Centre & Youth Club
8.	Repairs & maintenance
9.	Update on Highways jobs
10.	Planning applications
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11.	Reports from Sub-Groups and Special Interests
12.	Reports from other meetings
13.	Correspondence
14.	Financial management
15.	Urgent matters at the Chair's discretion
16.	Any other business
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## 1. Apologies

There was an apology from John, who was attending the New Councillors' course

## 2. Declarations of interest

There were no declarations of interest

## 3. Report from Beat Manager

See minute 7.1

## 4. Minutes of the previous meeting

The draft minutes of 11 June had been updated to list the equipment for phase 3 of the play area project

Subject to this change, the minutes were agreed as a true record and signed by the Chair

## 5. Matters arising from the previous Meeting

- 5.1 **Dartfordleigh Refuse Collection** – It was agreed that the Clerk would check that the road up to Dartfordleigh was adopted. This would then mean that WDBC could be asked to collect from outside Dartfordleigh
- 5.2 **Christmas tree lights** – Poor communication had continued with Blachere. The company's policy of demanding full payment before delivery had been refused and was now agreed as 20% deposit before delivery
- 5.3 **Website costs** – The Clerk had been informed by Project Cosmic that the £200 training cost shown in their quote was for up to four people for a 3 hour session. David said that he had found a DIY solution that was free of charge, and provided a satisfactory level of inclusivity facilities. He said that he had tried out the build package and believed that it would suit the Parish Council's needs, and he commended the package to be used  
**Decision;** It was agreed that the commended package (called Weebly) should be used. David asked for collateral to be sent to him to enable him to build the website and populate it with information. He was thanked for his work in finding the right package
- 5.4 **Princetown Community Centre Parking** – The matter of additional parking space for the Centre had been raised with Tom Stratton. A reply was awaited
- 5.5 **Bus Timetable** – This had been ordered from Highways
- 5.6 **Grass cutting** – It was agreed that this should be an agenda item for August's meeting
- 5.7 **Speedwatch** – The Clerk had asked the Police organiser for help in setting this up, but a reply was not forthcoming, so advice would be sought from Sgt Dave Anning
- 5.8 **Dog bin installation** – Cliff and Paul would do this as soon as time allowed
- 5.9 **Parish Council meetings** - There had been confirmation that the small hall was available for the new dates. Councillor Sanders had said that he would attend as often as he could. Due to family commitments, it was unlikely that Councillor Rose would be able to attend future meetings. There would be a standing apology from Paul for meetings held on Mondays

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- 5.10 **Fern/Heather Terrace** – John had done some investigation and had provided clarity on the piece of land in question. He had prepared a full report of his findings, which had been sent to Councillors. This matter will be discussed with the grass cutting agenda item at next month's meeting

## 6. **Major Events in the Parish**

There was a full discussion about the problems that had been experienced during the Mid-Devon Cycle Club's (MDCC) event in June. It was, however, noted that the event also brought advantages for some businesses in the area.

**Action;** It was agreed that the Clerk would draft a letter to the MDCC, which would be approved via email by all Councillors. The letter would outline the Parish Council's concerns, and would be copied to DNPA and to the Chair of Princetown Community Centre

## 7. **Community Centre and Youth Club (Wendy S)**

### 7.1 **Community Centre**

Since late May there had been a series of acts of vandalism that had seen several windows broken in the Centre. Wendy S said that she had been involved in ensuring that the Police were informed and that windows were boarded up without delay. A letter of thanks to go to Mr Easterbrook who had carried out the boarding up at extremely short notice. The Police were hoping that the reparation route might be the most appropriate one to take, when the perpetrators were identified

The Police had also been informed of a break-in to the pre-school's shed

The new lease for the Centre remained outstanding

It was noted that the start date for work on the football field had been in jeopardy, due to the lack of a signed lease between the Duchy and the Football Committee. A temporary document had been provided by the Duchy's Land Steward to allow work to start

- 7.2 **Youth Club** – This was going well. Nothing to report

## 8. **Repairs & Maintenance**

- 8.1 **Duchy Square litter bin** – A temporary fix was in place and parts had been ordered to replace the broken catch

- 8.2 **Weeds in Duchy Square** – DCC to be asked to clear the weeds from around the trees in the Square

- 8.3 **Bus shelter litter bin** – The bin by the bus shelter in Duchy Square had been pulled out of the ground

## 9. **Update on Highways Jobs**

### 9.1 **Existing Jobs**

**Tavistock Road Traffic Order** – Highways had reported that the Traffic Order would not be considered in the light of current cash restrictions and the very small area that would be affected by the proposed changes. This had been escalated to Councillor Sanders who was in contact with the Member for Highways

**Rundlestone turning:** Highways had reported that there was no suitable place nearer the junction for the sign without increasing the risk of it being hit by passing vehicles

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**Action;** Ask Highways if the existing sign could be left in place, but with better clarity on it of the fact that there were two right turns

**Plymouth Hill road surface** – This had been identified as needing work and had been placed with the asset management team for prioritisation

**Deer sign in Tavistock Rd** - Highways were not erecting any extra signage at this time and considered that there were already sufficient animal warning signs located in and around the moors. Highways had said that deer behaviour was unpredictable and road crossing points might be used for a while, and then the animals moved elsewhere

**“Hairy Hands” Bridge** – Highways reported that they were aware of the problem at this location and were waiting for funding to sort it out

## 9.2 New Jobs

**East Dart Hotel** – There are gouges in the road surface across the B3212 by the East Dart Hotel’s picnic area

## 10. Planning Applications - The following planning applications were received in June

DNPA Ref. & Applic. Type	Description	Location	Comments
13/0301 DPP	Replacement of single storey rear extension	8 Station Cottages Princetown	Supported by the Parish Council

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Nothing to report

## 11. Reports from Sub-Groups and Special Interest Groups

11.1 **School (Wendy W)** – There was to be an art and culture week from 15 to 19 July in connection with the school’s 150<sup>th</sup> anniversary celebrations, and a Victorian Fair would be held on 20 July. A parent had stopped their child from attending the Youth Club as attendees were allowed into the road unsupervised. Wendy S said that she would take this up with the Youth Worker

### 11.2 **Play Area (Cliff) -**

It was noted that the bungs on the rock spinner had not been replaced. Payment was being withheld until the work was completed.

Cliff reported that the equipment inspection had not shown up any problems, albeit he had found empty vodka bottles on the play area. He asked for more laminated dog signs as the ones currently in place were damaged

Sutcliffe had provided the final design layout and quote for the phase 2 refurbishment. The cost would be £13,083, which would be only £392 more than the original quote, given in 2011. The Clerk handed out a breakdown of income and spend on the play area project to date (i.e. including phase 1). In order to keep the phase 2 costs as low as possible, the Parish Council had undertaken to ensure that the swings, the tiles underneath the swings and the wooden surround holding the tiles in place were all removed from the site before work started. A wetpour base for the swings, retained by a new concrete kerb edging, will further reduce costs

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Roy Allcock, the Sutcliffe contact, had also provided two quotes for options for phase 3. One is £21,730 and the other is £26,506. This will include;

- re-siting the children's multi-play equipment to join the other toddler equipment
- installing a slide suitable for teenagers
- installing a hang-out shelter
- installing a football goal and baseball/netball goal net

Two sizes of slide had been quoted, hence the two figures

A meeting had been set up for 18 July with a grant application expert to obtain some advice on obtaining funding for phase 3. Emma and the Clerk will attend. In addition, WDBC's Community Grant scheme was still running and the Clerk had been assured that play area equipment was in scope, so an application would be made

- 11.3 **Cemetery (Val)** – Nothing to report
- 11.4 **Emergency Plan (David)** – Nothing to report
- 11.5 **Parish Plan Sub-Group** – A date in August is to be arranged
- 11.6 **Parking Sub-Group** – The Parish Council's Traffic Order for timed parking in Tavistock Road had been turned down, on the grounds that its impact would be minor. The Clerk had enlisted the help of Councillor Sanders, who had raised the matter with the DCC Member for Highways. Nothing to report so far
- 11.7 **Fire and Rescue** – There would be a meeting the following day to discuss ways to cut a further £2.5m off the Service's costs. The open day would be held on Saturday 24 August: more details to follow

## 12. Reports from Meetings with Other Groups

Nothing to report

## 13. Correspondence

- 13.1 **Correspondence via email** – The Clerk said that she had adopted a policy of sending out time critical correspondence to Councillors via email, but would continue to provide non-urgent information at meetings. Both urgent and non-urgent correspondence would be noted in the minutes, in case of future reference
- 13.2 **Letter from resident** – A resident had written a letter to the Parish Council expressing concern at the danger to animals engendered by speeding motorists on the B3357 between Lower Cherrybrook Bridge and Dunnabridge Pound Farm  
**Action;** Clerk to forward a copy of the resident's letter to Highways for attention

## 14. Financial Management

### 14.1 Summary for June

Payments made			
	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
	Ref 696	Sutcliffe Play South West – rocker bungs	£21.70
	Ref 697	Duchy – hall hire	£60.00

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<b>Payments made (continued)</b>	Ref 698	A Jaques – litter picking	£53.65
<b>Receipts</b>			
	Ref 692	Santander dividend	£4.15
	Ref 699	Resident purchased leftover paint	£5.00
	Ref 700	Final sale of Jubilee mugs	£40.00
<b>Balance in bank 30 June</b>			£22,187.94
<b>To Receive</b>			
	Ref 701	VAT refund for 2012/13	£449.92
<b>To pay</b>			
	Ref 702	M J Druett – grass cutting	£165.00
	Ref 703	A Jaques – litter picking	£53.65
	Ref 704	Around and About - donation	£60.00
	Ref 705	Parish Link - donation	£60.00
	Ref 706	Blachere – deposit for Christmas tree lights	£53.40

#### 15. Urgent Matters at the Chair's Discretion

- 15.1 **Annual Newsletter** – The Clerk distributed the draft version and asked for comments by close of play on Friday (12<sup>th</sup>). Those newsletters to be posted will be the same as last year, unless the Clerk is told otherwise
- 15.2 **Flood prevention** – The work to clear gullies/ditches/drains at the residence in Oakery Crescent flooded by heavy rains was due to start the following day

#### 16. Any Other Business

- 16.1 **Duchy Square** – The normal monthly request for an update from DCC had, this month, gone unanswered. This matter to be referred to Councillor Sanders

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Nothing to report

#### Next Meeting

There being no further business, the meeting closed at 9.20 pm

The next Parish Council meeting will be at **7.30 pm Monday 12 August 2013** in the **Community Centre, Prinetown,**

David will chair the meeting

Apologies were received from; Alison, Cliff, and Wendy W

There is a standing apology from Paul, who cannot attend Monday meetings due to Fire & Rescue Service training

#### List of Sub-Groups and Special Interests

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

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