

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

**Present**

**Princetown**  
David Worth (Chair)  
Emma Derham  
Gregg Manning  
John Steele  
Wendy Stones

**Postbridge**

**Hexworthy/Huccaby**

**Apologies**

**Princetown**  
Cliff Palmer  
Paul Turnbull

**Postbridge**  
Val Greatrex  
Wendy Watson

**Hexworthy/Huccaby**  
Alison Geen

**Absent without Apology**

**Princetown**  
None

**Postbridge**

**Hexworthy/Huccaby**  
None

**In Attendance**

None

There was one member of the public present, until the first Public Session

**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 9 July
5.	Matters arising from the previous meeting and not on the Agenda
6.	Parish Council website
7.	Grass cutting in Princetown
8.	Community Centre & Youth Club
9.	Repairs & maintenance
10.	Update on Highways jobs
11.	Planning applications
	<b>PUBLIC SESSION</b>
12.	Reports from Sub-Groups and Special Interests
13.	Reports from other meetings
14.	Correspondence
15.	Financial management
16.	Urgent matters at the Chair's discretion
17.	Fire and Rescue Service report
18.	Any other business
	<b>PUBLIC SESSION</b>

**10 September**

**Signature of Chair**

--	--

## 1. Apologies

There were apologies from Alison, Val, Cliff and Wendy W. Paul had said that he would be late and joined the meeting at agenda item 16

## 2. Declarations of interest

There were no declarations of interest

Notification had been received from WDBC that it was no longer necessary to declare spouse/partner interests separately on the form. These interests must continue to be declared, but can be added to the Councillor's list. A new form will be issued shortly with the redundant boxes removed. It was noted that interests were not differentiated on the published Register on WDBC's website

## 3. Report from Beat Manager (from PC Dave Pickles via the Clerk)

Residents in Burrator Avenue had received letters from the Police in connection with the scratching of a number of vehicles in the avenue the previous week-end. The crime reference was JT13/1059. There was currently uncertainty as to whether these crimes were linked to the damage to the Community Centre. John said that seven vehicles had been damaged, all of which were on the same side of the avenue

Officers were seeking information from residents about a burnt out motorbike in Princetown. Calls to be made to 101

There was concern in Princetown about an elderly, vulnerable resident who was wandering about late at night. John had information about this and would speak to the Police

John said that there had been sightings of young people walking about with knives in Princetown. This had been reported to the Police

John said that there had been reports of young people in the school playground. It was noted that the layout of the school site made 100% exclusion almost impossible to achieve

John said that there was general concern in Princetown at the increase in crime levels. Clerk to ask if an Officer could attend the next meeting [**Post-meeting note**; PC Pickles had confirmed that an Officer would attend September's meeting]

Wendy said that there would be a litter pick event on Tuesday 20 August, with adults and children taking part

## 4. Minutes of the previous meeting

The minutes of 9 July were agreed as a true record and signed by the Chair

## 5. Matters arising from the previous Meeting

- 5.1 **Christmas tree lights** – Emma had tested the lights and found them to be fit for purpose. There was an outstanding query on the balance to be paid to Blachere. The letter will now be sent to DNPA informing them of the use of the Authority's electricity supply from 1 December to 6 January, for one hour at lunchtimes and during the hours of darkness until midnight
- 5.2 **Mid-Devon Cycle Club Event** – Alison had provided information, which had been sent to all Councillors, as input to the wash-up session being organised by DNPA. Feedback was awaited

**10 September**

**Signature of Chair**

--	--

- 5.3 **Bus Timetable** – This had been ordered from Highways, who were consulting DNPA
- 5.4 **Speedwatch** – The request to put in place a Speedwatch team had been sent to Sgt Dave Anning and a reply was awaited
- 5.5 **Dog bin installation** – John said that there was a problem with the selected site as it contravened the Regulation for digging in the vicinity of electricity boxes. It was agreed to revert to the original site to the left of the path leading to the kissing gate, which was Duchy land. John will make a final check with the Duchy before carrying out the work, but there are precedents in the village with dog bins on Duchy land, so it is not envisaged that there will be a problem with the proposed site
- 5.6 **Community Centre Parking** – Tom Stratton had said that the Duchy was very much aware that the parking arrangements for the Community Centre were inadequate, and had included in the draft football club lease a reservation, operable at the Duchy's request, to facilitate community parking. He said that the Duchy would be very happy to look at the options with the village and with the football club in the coming months to see what could be achieved, but he needed to concentrate on finalising and agreeing the football club lease at the moment
- 5.7 **Letter from Resident** – A copy of the letter expressing concern at livestock danger from speeding vehicles had been sent to Highways, who had replied speedily. No action could be taken as the restrictions in place were all that could be used in these circumstances. Councillors had been sent a copy of the response from Highways

## 6. Grass Cutting in Princetown

Councillors were given a copy of the information gathered so far, which was from John, DNPA, WDBC and the Duchy. The football club information was outstanding [**Post-meeting note**; Anna Homden had confirmed that the football club did not, at the moment, have any arrangements in place for regular cutting of the grass on the pitch]

This item to be on next month's agenda

## 7. Parish Council website

David showed the website, into which the necessary information was being loaded. It was noted that there would not be any hosting charge or any charge for space used.

The Clerk distributed a sample minutes sheet with the word "Draft" as a watermark and asked Councillors to reconsider their decision not to publish minutes until they were signed  
DECISION; The motion to publish draft minutes with a watermark and with a disclaimer at the foot of each page was put to the vote and carried unanimously [**Post-meeting note**; the disclaimer to read "*These minutes will be reviewed, corrected and then signed at the next Council meeting*"]

## 8. Community Centre and Youth Club (Wendy S)

- 8.1 **Community Centre**  
Wendy said that she was a signatory to the PCC as a Trustee, together with Ian Morgan and Maz Forbes
- There had been a change of solicitor and the new lease was now imminent
- The AGM would be held in September
- 8.2 **Youth Club**

**10 September**

**Signature of Chair**

--	--

Wendy said that a window had been broken in the kitchen, and a ladder being used by workmen carrying out repairs to the roof of the pavilion for the Duchy had been stolen, despite the fact that it had been padlocked overnight.

The Tuesday evening sessions were not being held at the moment, but the Tuesday afternoon sessions were continuing. A programme of day trips and events for all ages was in progress

The matter of children leaving the pavilion unsupervised had been clarified. Youth workers were only responsible for children and young people whilst they were in the pavilion and within one metre of the pavilion building outside

Gregg said that he had signed over the lease from HMCA

## 9. Repairs & Maintenance

- 9.1 **Duchy Square litter bin** – Repair completed
- 9.2 **Weeds in Duchy Square** – This problem had been passed to Tom Stratton, who was in touch with DCC
- 9.3 **Bus shelter litter bin** – Repair completed
- 9.4 **Wall Repair, Tavistock Road** – Work now completed
- 9.5 **Wall Repair, Peek Hill** – more stones falling from the wall on both sides of the wall between the cattle grid and Dousland

## 10. Update on Highways Jobs

Nothing to report

## 11. Planning Applications - The following planning applications were received in July

<b>DNPA Ref. &amp; Applic. Type</b>	<b>Description</b>	<b>Location</b>	<b>Comments</b>
13/0414 Full PP	Demolition of existing dwelling and construction of replacement dwelling	Tor View Bungalow Postbridge	With Councillors for review
13/0389 Full PP	Erection of single storey extension to rear of house	31 Bellever Close Princetown	Supported
13/0360 Full PP	Construction of multi-purpose building to provide camping barn holiday accommodation, workshop/implement store, garaging and removal of existing agricultural buildings	Yellowmeade Farm Princetown	Supported

**10 September**

**Signature of Chair**

--

<b>DNPA Ref. &amp; Applic. Type</b>	<b>Description</b>	<b>Location</b>	<b>Comments</b>
13/0301 Full PP	Replacement of single storey rear extension	8 Station Cottages Princetown	Granted: Work to start within 3 years Bat and Nesting Bird survey recommendations to be strictly adhered to Separate systems to be installed for foul and surface water Finishing of external walls to match existing
13/0297 Listed bldg. consent	Erection of partitions to form toilet compartments	Dunnabridge Pound Farm Princetown	Granted: Work to start within 3 years
13/0280 Full PP	Retention of classroom between "F" wing and gymnasium	HMP Dartmoor	Granted: Building must be removed and land restored to previous condition by 31 July 2016
13/0270	Temporary hydrological monitoring cabin and associated equipment	Site B Flat Tor Pan	Granted: Equipment to be removed by 2 August 2018 Schedule of works for removal to be agreed and strictly adhered to

The applicant at Yellowmeade Farm asked for her thanks to be given to the Parish Council for supporting her amended application

**PUBLIC SESSION** - Nothing to report

## **12. Reports from Sub-Groups and Special Interest Groups**

### **12.1 School**

Wendy said that the Arts and Crafts Fair had been very successful, with more than 1,500 visitors. As a result, the school would receive £1,650, and the WI made more than £1,000 towards the cost of putting on the pensioners' Christmas lunch. There will be a three day Fair over half-term, 31 October to 2 November inclusive

### **12.2 Play Area**

Sutcliffe had returned the signed contract for the phase 2 installation work. The work was scheduled to start on Monday 9 September and would take between one and two weeks to complete, during which time the play area would be closed. Notices will be posted around the village in; pre-school, doctors' surgery, primary school, Post Office/shop, charity shop, Community Centre and the Parish Council notice board. The Clerk had asked Cliff and Paul if they could remove the swings, tiles and surround during the week-ending 7/8 September. An answer was awaited

Emma and the Clerk had attended a meeting on 18 July to discuss phase 3 funding. Phase 3 is within the scope of Awards for All and Biffa Award, so applications will be completed for these organisations. The Clerk said that phase 3 focussed on the needs of the older children in the village, and it would be appropriate if they could be involved in fund raising activity to demonstrate their support. It was also necessary to carry out a consultation with the young people to ensure that the proposed equipment met with their approval. It was agreed that this should be discussed after the start of the new term

**10 September**

**Signature of Chair**

--	--

- 12.3 **Cemetery** – Nothing to report in Val's absence
- 12.4 **Emergency Plan (David)** – Nothing to report
- 12.5 **Parish Plan Sub-Group** – 29 August in the morning. Start time TBA
- 12.6 **Parking Sub-Group (Gregg)** – The payment machines were due to be commissioned on that day, but nothing had happened [ **Post-meeting note**; machines were commissioned the following day]. It was agreed that the parking situation should be inspected, and photographs taken, after a couple of weeks of operation

### 13. Reports from Meetings with Other Groups

- 13.1 Wendy said that the football club had organised for the grass to be cut prior to work starting on installing the new drains
- 13.2 JS said that he had enjoyed his New Councillors' course, and had found the information on Parish Councils' legal obligations particularly interesting. He had been given a memory stick containing up to date information for Councillors and would give this to the Clerk for distribution

### 14. Correspondence

- 14.1 **Housing Development** – The development in Stoneycliffe Place had now started. Councillors had been sent a copy of the letter sent by the Duchy to those residents in close proximity to the site
- 14.2 **Ivybridge Lane bridleway works** – Notification had been received from DNPA that further works would be taking place to improve the path's surface [**Post-meeting note**; There would be a delay in the works as there was a problem with the material to be laid and DNPA was seeking advice on the way forward]
- 14.3 **Duchy Square** – Tom Stratton had reported that the new tenant would start moving into the building in approximately six weeks time. It was planned for the building to have a mixed use of arts, plus retail and business space. Tom said that the Duchy had not yet been approached by the new tenant regarding any sub-tenants
- 14.4 **DNPA Princetown Newsletter** – The Authority has produced its first newsletter to keep residents in Princetown up to date with various projects designed to improve the visitor experience. Dave Openshaw at Fox Tor café would be doing a letter box drop in the village, and the Parish Council would be posting newsletters to outlying properties
- 14.5 **TAP Funding** – The Southern Parish Link Committee wished to make a donation to TASS towards its purchase of a new vehicle with a specialist lift. To meet the criteria for use of the Town and Parish (TAP) fund, agreement for a donation must be sought from other parishes.  
**DECISION**; The motion to support a donation from the Southern Parish TAP fund to TASS was put to the vote and carried unanimously
- 14.6 **Ragwort Complaint** – A resident in Postbridge had raised a complaint with the Forestry Commission about its lack of attention in keeping ragwort under control
- 14.7 **Devonport Leat Improvements** – South West Water was about to embark on 3 small projects to improve the intakes for the Devonport Leat, known as Cowsic, West Dart and Blackabrook. The works would involve the installation of new deflector walls and each project will take about two weeks
- 14.8 **Dartmoor Newsletter** – "Moor News" is a free e-newsletter published online by the Park Authority see [www.dartmoor.gov.uk/newsletter](http://www.dartmoor.gov.uk/newsletter)

**10 September**

**Signature of Chair**

--	--

- 14.9 **Healthwatch Devon** – This is the organisation that will provide a voice for the public in the definition and delivery of health and social care services in Devon. Its first newsletter had just been published and was available electronically at [www.healthwatchdevon.co.uk](http://www.healthwatchdevon.co.uk)

## 15. Financial Management

### 15.1 Summary for July

<b>Payments made</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
<b>Receipts</b>			
	Ref 701	VAT refund for 2012/13	£449.92
	Ref 699	Resident purchased leftover paint	£5.00
	Ref 700	Final sale of Jubilee mugs	£40.00
<b>Balance in bank 31 July</b>			£22,245.81
<b>To Receive</b>			
		Nil	
<b>To pay</b>	Ref 707	A D Inman – Clerk's expenses	£677.47
	Ref 708	M J Druett – grass cutting	£400.00
	Ref 709	Grant Thornton – Annual audit fee	£300.00
	Ref 710	A Jaques – Litter picking	£53.65
	Ref 711	Blachere Illumination – Balance for tree lights	£266.40

- 15.2 **Annual Audit (Grant Thornton)** – The audit found nothing to give cause for concern that legislative and regulatory requirements were not being followed. The Auditor gave advice about dealing with the valuation of long-term investments, which will be used to inform this year's accounts
- 15.3 **Change of Bank** – The sell-off of Lloyds branches means that many will become Trustee Bank branches in due course. This affects the branch in Tavistock. Barclays Bank provides the same free of charge Trustee accounts as the Parish Council currently has with Lloyds  
**ACTION;** Clerk to obtain written confirmation from Lloyds that the new bank will not offer free of charge Trustee accounts
- 15.4 **Litter picking** – The Clerk proposed to pay Samuel during the period of closure, as the precedent was set when the Playbuilder equipment was installed. This was agreed
- 15.5 **Thank you letter** – The Council had received a thank you letter from Around and About's Treasurer for its donation

Paul joined the meeting

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

- 16.1 **Post Office Community Enterprise Fund** – This is a Government sponsored initiative, which involves Sub-Postmasters working with local people to develop innovative ideas for how Post Office branches can support their local communities. Copies of the introductory letter to go to the two Sub-Postmasters in the Parish
- 16.2 **Princetown Foodbank** – Wendy expressed concern that Princetown's isolation made it difficult for residents to get to the food bank in Tavistock. She was also concerned that children eligible for free school meals were at a disadvantage during school holidays and could well be going without a cooked meal  
**ACTION;** Clerk to investigate via CAB the possibility of an occasional food bank session in Princetown

**10 September**

**Signature of Chair**

--

- 16.3 **Access to Burrator Avenue** – There was a discussion about the safety implications of emergency vehicles being unable to access properties in the lower half of Burrator Avenue due to parked vehicles on both sides. It was generally agreed that opening up the area between the properties numbered 24 and 25 would alleviate the problem. This change would also remove the “hammer head” which was designated as a turning area for Fern/Hessary Terrace, but was being used for residential parking.. John’s research into ownership of the land between 24 and 25 had shown that it belonged to the Duchy  
**ACTION;** Clerk to write to the Duchy to open up discussion on the Council’s proposal. Paul to organise a letter from the Fire and Rescue Service to support the Council. This matter to be discussed again at the next meeting
- 16.4 **Christmas Tree hole and wiring** – Emma asked for the Park Authority to be informed of the facilities under the area in front of the Visitor Centre for the Christmas tree, namely, the hole into which the tree trunk is placed, and wiring underneath the paving stones
- 16.5 **Princetown Skate Park** – Two young residents in Princetown were hoping to start a project to install a skate park, and were looking for a letter of support from the Parish Council. In the first instance, they would be writing to Prince Charles to make their case  
**ACTION;** It was agreed that a letter of support should be provided
17. **Fire and Rescue Report** – Paul said that the recent advertising campaign for retained fire fighters had resulted in five people expressing an interest. It was noted that the Fire and Rescue Service open day was to be held on **Sunday 25 August** and not 24 August as previously minuted
18. **Any Other Business**
- 18.1 **Granite and Gears** – It had been announced that Devon County Council had received £4.4m of funding to set up cycle trails and cyclist facilities across Dartmoor. Press release available at;  
<http://www.devonnewscentre.info/government-cash-for-dartmoor-cycling-plans/>
- 18.2 **Charity Event** – John said that there would be a charity event in the Prince of Wales in the evening of Saturday 8 September. Proceeds in aid of St Luke’s Hospice

**PUBLIC SESSION** - Nothing to report

### **Next Meeting**

There being no further business, the meeting closed at 9.50 pm

The next Parish Council meeting will be at 7.30 pm **TUESDAY 10 September 2013** in the **Community Centre, Princetown**. Alison will chair the meeting

### **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 Princetown Community Centre</b> – Wendy S
<b>Play Area Sub-Group</b> – Emma and Cliff	<b>Special Interest Princetown Primary</b> – Wendy W
<b>Princetown 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

**10 September**

**Signature of Chair**

--