

**DARTMOOR FOREST PARISH COUNCIL**  
**Minutes of the Council meeting held on Monday 7 October 2013**  
**in the Forest Inn, Hexworthy at 7.30 pm**

**Present**

**Princetown**  
 Emma Derham  
 Cliff Palmer  
 John Steele  
 Wendy Stones  
 David Worth

**Postbridge**  
 Wendy Watson

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

**Apologies**

**Princetown**  
 Gregg Manning  
 Paul Turnbull

**Postbridge**  
 Val Greatrex

**Hexworthy/Huccaby**

**Absent without Apology**

**Princetown**  
 None

**Postbridge**  
 None

**Hexworthy/Huccaby**  
 None

**In Attendance**

Councillor Philip Sanders (DCC)

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 10 September
5.	Matters arising from the previous meeting and not on the Agenda
6.	Community Centre & Youth Club
7.	Repairs & maintenance
8.	Highways jobs
9.	Planning applications
	<b>PUBLIC SESSION</b>
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

There were apologies from Gregg and Val, and a standing apology for Monday meetings from Paul

## 2. Declarations of interest

There were no declarations of interest

## 3. Police Matters

The latest crime reports were given out for our area (Tavistock Rural East)

John said that he had conferred with Wendy S, and had consulted Neighbourhood Watch regarding the continuing rise in the crime level in Princetown. The continuing reduction in the Police presence in the village was definitely a contributory factor to the rise

Wendy S gave several examples of anti-social behaviour in the village caused by children already known to the Police.

**ACTION:** Letter of complaint to be sent to Sergeant Anning

**DECISION:** It was agreed that this standing agenda item should be renamed "Police Matters" to better reflect its content

## 4. Minutes of the previous meeting

The minutes of 10 September were agreed as a true record and signed by the Chair

## 5. Matters arising from the previous Meeting

- 5.1 **Mid-Devon Cycle Club Event** – A copy of the report produced by DNPA after the wash-up session for this year's event had been sent to all Councillors. The report made it clear that, in future, DNPA would engage with Parish Councils at the planning stage of the annual event.

**ACTION:** Clerk to contact DNPA in mid-December to ensure that engagement will take place

**DECISION:** It was agreed that Councillors would be pro-active in spotting notices, advertisements etc. for cycle events that would pass through the Parish. Organisers could then be contacted to ensure that the Parish Council had a voice in planning such events in future

- 5.2 **Grass Cutting** - Councillors had been sent a copy of the information gathered about existing arrangements. The Clerk said that it was clear from this information that there was a great deal of variation in the approach to grass cutting, with several service providers involved, and little consistency in the number of cuts per year and the collection of cuttings. She said that the next step would be to approach the current suppliers informally and gauge their interest in taking on all the cutting in the village, and the ballpark costs. It would then be possible to approach the various organisations (e.g. DNPA, WDBC etc.) with a view to negotiating contributions to providing the service

Councillor Sanders confirmed that if services were taken over by parish/town councils, there was no entitlement to any contribution from the organisations that had formerly provided the services. That notwithstanding, Councillor Sanders said that any new arrangements on service provision should be two way, and it was not unreasonable for there to be a financial contribution to councils that took over the provision of services

**ACTION:** David said that he would provide information to enable the Clerk to print off Google Maps to facilitate identification of the areas to be cut

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- 5.3 **Dog bin site map** – Clerk to create a map showing the location of all the bins. This to be placed on the notice board for information
- 5.4 **Website Update** – David was waiting for more collateral from the Clerk
- 5.5 **Duchy Square building** – The Clerk said that the Duchy did not have any further information. Councillor Sanders said that he had asked for updates, but had received nothing. He said that he would try again
- 5.6 **Safe walkway in Postbridge**– Highways had reported that the trees and shrubs overhanging the road between the East Dart and the road to the cemetery were on private property. Wendy W said that the trees and shrubs in question belonged to the Duchy. Clerk to write to the Duchy
- 5.7 **Re-organisation of Prisons** – The draft letter to Geoffrey Cox MP had been held pending further news. It will now be sent to Councillors for approval

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

- 6.1 **Community Centre** – Wendy S said that the AGM, held on 25 September, had not been well attended. A new Trustee had been voted in to fill the one vacancy. However, a Trustee had subsequently resigned, so there was now another vacancy. A question had been raised about the validity of the method used to vote in the new Trustee. This matter would be taken up with the Charity Commission

The new lease came into effect on 1 October

Another window had been broken in the Doctors' surgery

The next Trustees' meeting would be on 10 October

- 6.2 **Youth Club** –

Wendy S said that she was still waiting for a monthly update. She had also been informed that the Club had not yet received a rent demand.

The attendance figures were still good

## 7. Repairs & Maintenance –

Nothing to report

## 8. Highways Jobs

- 8.1 **Traffic Order (TO) Tavistock Road** – Councillor Sanders said that he was progressing this. The outlook was considerably brighter than it had been, with this TO being linked with another one to reduce the overall Highways cost and with DNPA offering to make a contribution towards that cost. Ali Kohler had asked for a letter of support from the Parish Council, which would be sent to Chris Watkins at DCC, together with a letter of support from DNPA
- 8.2 **Access to Burrator Avenue** – The Clerk had accompanied John Doswell on an inspection of the site in Burrator Avenue. She had provided an outline of the changes required to make the area suitable for vehicles to drive through, and to provide a limited number of parking spaces. John Doswell was sympathetic but said that, for funding purposes, the changes would be categorised as “desirable”, which meant that they were very unlikely to happen. He gave a ballpark figure of £15k - £25k to carry out the work and said that Highways would be willing to

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help with the design. David said that, with the winter spend as yet unknown, it was probably the wrong time of year to approach Highways for funding, and the matter should be raised with John Doswell again in the spring  
**ACTION:** John reminded Councillors that the area in question should have been included on the West Devon Homes (WDH) lease with the Duchy. He said that he would raise the matter with WDH to gauge reaction to the possibility of them taking over maintenance of the area

- 8.3 **Lamp Posts** – Highways had confirmed that street lighting was mandatory for roads covered by 30 mph speed limits. The lighting in the 30 mph area in Dousland was an historic anomaly. It was noted that the pattern of switching off street lights in Princetown was difficult to understand  
**ACTION:** Clerk to contact DCC to establish the rules regarding on/off times being used
- 8.4 **Drain collapsed in Postbridge** – The drain is due to be renewed in the very near future
- 8.5 **Plymouth Hill** – Very unlikely to be resurfaced this financial year
- 8.6 **Rundlestone Signage** – John Doswell had agreed that the sign could be moved closer to the junction, making it easier to be seen by drivers. The timing for this had not yet been established
- 8.7 **Blocked gutter on Tavistock Road** – The gutter opposite the Prison car park is blocked. This causes rainwater to run across the road and there is a high risk of the road icing up in cold weather
- 8.8 **Bellever Road flooding in Postbridge** – Water is still running out of Bellever Road onto the B3212, and is also flooding the Lakehead Cottage garden
- 8.9 **Saddlesbridge flooding** – This longstanding problem remains unresolved as the road in question is deemed by Highways to be low-level usage and is, therefore, given a very low priority. A local resident who has cleared ditches on several occasions to, improve the situation, is of the opinion that the drain under the road is blocked  
**ACTION:** Clerk to arrange a site visit for John Doswell and the local resident
- 8.10 **Road erosion in Hexworthy** – The edge of the road is badly eroded in Hexworthy, near the Sherberton junction and also close to the garage for the property known as Jolly Mead Cottage. The heavy rain is causing the water to run off the edge of the road, breaking it up

## 9. Planning

- 9.1 The following planning applications were received in September

DNPA Ref. & Applic. Type	Description	Location	Comments
13/0496 Prior notification	Steel framed mono-pitch agricultural building	Land at north east of Prince Hall Hotel	Supported but would like screening to be considered
13/0465 Full PP	Installation of ground mounted solar panels	Unused paddock Laughter Hole House Postbridge	Supported by the Council
13/0430 Full PP	Erection of roof structure over existing concrete manure storage yard	Runnage Farm Postbridge	Granted: Work to start within 3 years Building to be used solely for agricultural purposes Upon the building becoming redundant, it shall be removed and the land shall be reinstated to its former state within six months

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<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	Application withdrawn
13/0389 Full PP	Erection of single storey extension to rear of house	31 Bellever Close Princetown	Granted without conditions

9.2 **Yellowmeade Farm Site Visit** – The Planning Officer had recommended refusal of the re-presented application. There had been a site visit from Members of the DNPA Development Planning Committee, with Paul and John in attendance. At the subsequent Committee meeting, the Officer's recommendation had been overturned by a vote of 11 to 10. This matter had now been deferred until the Committee's next meeting

9.3 **Extension at Craig's Cottage, Postbridge** – DNPA had asked for photographs in order to assess the situation

## **PUBLIC SESSION -**

Councillor Sanders reported that, at a recent "tough choices" event, John Hart (Leader of DCC) had outlined the areas subject to the greatest scrutiny in order to cut costs for the 2014/15 year. These were;

- Country bus subsidies
- Care Homes
- Youth Services

Libraries were also under review, but in our Parish the changes were likely to be limited to reduction in the mobile service

Councillor Sanders also said that organisations around the country were gearing up to oppose the proposed changes to the planning regulations. This would see National Park planning protection rules virtually eliminated and Parish/Town Councils taken out of the loop for consultation on applications

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

### **10.1 School (Wendy W)**

The Harvest Festival event would take place on 23 October. Venue TBA

John sought advice on how to respond to parents who wished to escalate matters that they considered were not being handled satisfactorily by the school. Wendy W said that the prescribed route was through the Headteacher and, in rare cases, to the Chair of the Governing Body

### **10.2 Play Area (Cliff)**

Cliff said that he had carried out an inspection and could not find any problems

There was a discussion about the best use of the spoil heap. Cliff and David took an action to resolve this

The Clerk said that the service provided by Sutcliffe for phase 2 had not been to the standard for phase 1. Communication had been slow and the sub-contractors' standard of work had left some matters to be addressed by a manager from Sutcliffe. These snags remained outstanding at the moment, but they were not safety issues. The bill would not be paid until the snags had been addressed

It was agreed that the completion of phase 2 should be celebrated by an article and picture in the local press. Emma took an action to take a photo and to provide copy

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- 10.3 **Cemetery** – Nothing to report
- 10.4 **Emergency Plan (David)** – Nothing to report
- 10.5 **Parish Plan Sub-Group** – Nothing to report
- 10.6 **Parking Sub-Group** - The Sub-Postmaster had reported instances of disabled customers being unable to park to use the Post Office. The Traffic Order is intended to address this problem but, in the interim, a letter to the Parish Council is needed if residents need immediate action to be taken

With the onset of winter parking rules, coach parking outside the Old Police Station Café had now resumed and traffic on Tavistock Road was regularly being blocked

**ACTION:** Clerk to write to Shearings

- 10.7 **Fire & Rescue Service** – Nothing to report

## 11. Reports from Meetings with Other Groups

### 11.1 **West Devon Homes AGM**

Wendy S and John had attended the joint Company and Tenant AGM on 19 September. Achievements, services provided and aims were all given. The tone of the meeting had been very upbeat, with no real problems identified. The company's borrowing approach had been outlined, but had proved to be rather complex and difficult to understand. Wendy said that the Chief Executive had been unable to answer her question, which was, to ask how many people there were on the housing waiting list and how many were in emergency bed and breakfast accommodation. John had found out this information subsequently. Wendy and John said that, overall, they were unimpressed with the meeting

### 11.2 **West Devon Homes**

John provided a paper that he had been given which listed the powers available to parish councils [**Post-meeting note:** The information on the list was a duplication of information in the "Good Councillors' Guide 2013" which had been sent to all Councillors in July]

John was now the Community Consultant for West Devon Homes. A notice to this effect to be placed in the Princetown notice board

## 12. Correspondence

- 12.1 **Affordable Housing Plan** – DNPA had engaged the rural Housing Team from the Community Council of Devon to assist with drawing up the Affordable Housing Supplementary Planning Document. This necessitated engaging with Parish Councils and the Community in the delivery of affordable housing
- 12.2 **Electoral Register** – Notices to be posted for the annual canvass of households
- 12.3 **Council Tax Support Grant** – The Parish Council had been insulated for this financial year against the Government's reduction in funding for council tax support by a grant from the Borough Council of £1,919. In preparation for further expected revenue support reductions, WDBC is proposing to reduce the support grant to Parish Councils by the same percentage reduction that it faces from Government. For 2014/15, this percentage will be 13.66%, which is £262. Parish Councils are being asked to give their views at the Super Link meeting on 24 October, or before, if preferred

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- 12.4 **Connecting Communities Network** – WDBC and SHDC have launched a project to help communities to obtain independent advice on various subjects and are working with the Community Council of Devon to roll this out. The aim is to obtain volunteers who are willing to become 'mentors', offering their experience and knowledge in a particular subject to other communities wishing to carry out a similar project
- 12.5 **BT Kiosk Removal** – The Parish Council has received a copy of a letter from the Duchy to BT regarding kiosk removal. The kiosk in Postbridge and kiosks in Princetown at Woodville Avenue and opposite the village green are now under threat

### 13. Financial Management

#### 13.1 Summary for September

<b>Payments made</b>			
	Ref 713	M J Druett – Grass cutting	£330.00
	Ref 714	F K Martin – Cemetery wall repair	£600.00
	Ref 715	WDBC – Second half-year rates	£61.00
	Ref 716	Duchy – Second half year rent	£36.00
	Ref 718	A Jaques – Litter picking	£53.65
	Ref 719	Duchy – hall hire (final)	£30.00
<b>Receipts</b>			
	Ref 712	Santander dividend	£0.39
	Ref 717	WDBC – Second half-year precept	£8,810.50
<b>Balance in bank 30 September</b>			£28,278.53
<b>To receive</b>			
	Ref 723	Purchase of cemetery plot	£150.00
<b>To pay</b>	Ref 720	HMRC – Clerk's PAYE	£200.20
	Ref 721	A Inman – Clerk's pay and expenses	£809.29
	Ref 722	A Jaques – litter picking	£53.65
	Ref 724	Diane Malley – half-year payroll fee	£20.25

- 13.2 **Play Area Payment** – The invoice from Sutcliffe had arrived. Payment would not be made until the snagging had been completed to the Council's satisfaction. There would also be a 10% retention, as for phase 1
- 13.3 **Precept 2014/15** – The first draft of next year's precept would be discussed at November's meeting. Councillors' ideas for projects to be sent to the Clerk
- 13.4 **Change of Bank** – It had been established that the TSB did provide a free banking service for non-profit making organisations. The Clerk was currently trying to contact the War Graves Commission to obtain details about the three yearly payment made for 3 graves in the cemetery, as this payment would need to be transferred to the new account

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

- 14.1 **Sand/Grit Bins** – Councillor Sanders said that he would check out the position regarding the bins, which had been requested for Oakery Crescent and for Bellever Close

### 15. Any Other Business

- 15.1 The poppy wreath had been ordered. The service this year was on 10 November

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- 15.2 The WI would be camping out in a shelterbox on the village green overnight 26/27 October to raise funds for shelterboxes to go to Syria
- 15.3 The WI had raised £239 and Fox Tor Café had raised more than £1,300 for the MacMillan Coffee Morning
- 15.4 John said that the charity event organised in memory of his Mother had raised £1,411 for St Luke's Hospice

**PUBLIC SESSION** – Nothing to report

**Next Meeting**

There being no further business, the meeting closed at 9.37 pm

The next Parish Council meeting will be at **7.30 pm TUESDAY 12 November 2013** in **the Community Centre, Princetown**

David 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

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