

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

Present**Princetown**

David Worth (Chair)
 Emma Derham
 Gregg Manning, until item 6
 Cliff Palmer
 John Steele
 Wendy Stones
 Paul Turnbull

Postbridge

Val Greatrex
 Wendy Watson

Hexworthy/Huccaby

Alison Geen

Apologies**Princetown****Postbridge****Hexworthy/Huccaby****Absent without Apology****Princetown**

None

Postbridge

None

Hexworthy/Huccaby

None

In Attendance

Councillor Philip Sanders (DCC)

Lorna Brown (DNPA Director of Communications and Business Support), until item 5

Richard Drysdale (DNPA Visitor Services Manager), until item 5

There was one member of the public present until item 6

A G E N D A

1.	To receive apologies
2.	Declarations of interest
3.	To accept the minutes of the meeting held on 7 October
4.	DNPA Visitor Centre, Princetown
5.	Police Matters
6.	Matters arising from the previous meeting and not on the Agenda
7.	Budget 2014/15
8.	Community Centre & Youth Club
9.	Repairs & maintenance
10.	Highways jobs
11.	Planning applications
	PUBLIC SESSION
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.	Any other business

Signature of Chair

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1. Apologies

There were no apologies

The Chair welcomed our visitors from DNPA

2. Declarations of interest

Paul declared an interest in the planning application for Wesley House (DNPA ref. 13/0581)

3. Minutes of the previous meeting

The minutes of 7 October were agreed as a true record and signed by the Chair

4. DNPA Visitor Centre, Princetown

David introduced Lorna and Richard.

Richard explained that the proposals being formulated for the Centre were part of an overall scheme to encourage more visitors to the Centre and to increase their dwell time in the area. He stressed that the proposals he would be describing were not the final picture and that planning applications had not yet been submitted. The intention that night was to raise Councillors' awareness of the proposed changes, and to give them an opportunity to provide input before planning applications were formally submitted. The three elements of the proposed changes were;

1. Public Realm – This was being managed by Jo Rumble, and would be the subject of further community consultation
2. Improved access – This would enable all visitors to use the front entrance. The proposals being considered needed to take account of the fact that, whilst the building was not listed, it was in the conservation area. Richard showed an artist's impression of the proposals, which would involve a wide ramp being erected across the front of the building. Councillors raised several points, which Richard and Lorna answered or noted. Richard said that the intention was to complete the work at the end of March, in time for the start of the new season. He said that he would email a copy of the plans when they were submitted, so that they could be discussed at the January Council meeting. Richard said that he would check whether the drawings could be displayed, for example, in the Community Centre
3. Signage – It was acknowledged that signage was an issue and Richard showed some examples of ideas that had been put forward, but had not found favour with the planners at DNPA. He said that there would also be some waymarking for visitors coming from the car park. With regard to signage for visitors approaching the village from Plymouth Road, David pointed out that there had been a sign on the wall facing up the hill, when the building had been a hotel. In answer to a question from Paul, Richard said that visitors entering the village from Tavistock, were expected to see the existing brown sign ("High Moorland Visitor Centre" would be shortened to "Visitor Centre") and, given the sign's proximity to the Centre, they should also be able to see the new signage at the front of the building. There would also be all-weather lighting at the front of the Centre

Lorna said that visitor numbers to the Centre had fallen dramatically over recent years and DNPA was investing a considerable sum of money to increase footfall.. She acknowledged that charging for entry to the Centre had been a contributory factor in the reduced visitor numbers

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Richard said that work would also be carried out inside the Centre before the next season, to the ballroom, the entrance and the gallery area. The building was currently open part-time (from Thursday to Sunday), full time during half-term and Christmas holiday periods, moving to full-time opening in March

In answer to a question from John, Richard said that the Park Authority was clearly demonstrating its support for the visitor centres, having built a new one at Haytor and with money, hopefully, being spent on Postbridge through funding from the "More than Meets the Eye" project. Lorna said that, as well as the improvement proposals currently being discussed, the Authority had already spent £100k on the installation of a biomass boiler for the Princetown Centre.

Comments from Councillors could be sent to DNPA via the Clerk, or by leaving information at the Visitor Centre. Richard said that, ideally, he hoped that that applications could be dealt with at the Authority's Development Planning Committee meeting on 10 January, which would mean that applications needed to be submitted in the next two weeks.

David thanked Lorna and David and they left the meeting

5. Police Matters

The Clerk said that the letter to Sgt Anning was still outstanding and would be sent shortly. She said that PC Pickles had asked her to stress that a multi-agency approach was being used to deal with some of the crime in Princetown and that he was unable to be more specific about this work at the current time.

There was a discussion about the traffic problems during the Remembrance Day service. One vehicle had been damaged by another one taking a route to avoid the people gathered for the service. John also pointed out the potential dangers of cars using the Prince of Wales' car park as a "rat run" to avoid the service, and mixing with pedestrians walking off the moor and doing the same. It was noted that roads could no longer be closed for such events as the service

ACTION: Police advice should be sought on traffic management measures that could be used to prevent similar problems next year

Gregg raised a matter concerning a local bus route before leaving the meeting. This matter is minuted at 16.1

6. Matters arising from the previous Meeting

- 6.1 **Prison Closure letter to MP** – The Clerk had learned that the Duchy and the Department of Justice were in communication regarding the closure of the Prison. Tom Stratton would be at December's meeting and would be asked to provide an update. The letter to Geoffrey Cox MP would be deferred until after the December meeting
- 6.2 **Food Bank** – The Clerk will find a contact for the Bere Alston food bank to obtain information on how it was set up and how it operates
- 6.3 **Grass Cutting** - The field opposite the Stores in Postbridge will be added to the list. Google maps print instructions to come from David
- 6.4 **Dog Bins** – John reported that the fifth bin was now in place. Letters of thanks to be sent to Simon Beard and Carl Easterbrook. Site maps for the bins to come
- 6.5 **West Devon Homes** – The notice regarding John's role as Community Consultant to provide his mobile number and to state that he was not available on Tuesdays
- 6.6 **Duchy Square building** – The Clerk had nothing reliable to report, but said that she had been told unofficially (not by DCC) that gaining agreement from those organisations with a charge over the property was a contributory factor in the ongoing delay

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7. Budget 2014/15

The Clerk provided copies of the play area account, showing the balance after Sutcliffe had been paid and the Jubilee account now that all the mugs had been sold. The Jubilee account had a final surplus of £696.95, which would be donated to the play area phase 3 funds, meaning that the latter currently stood at £613.33

The Clerk distributed the first draft of the budget, and explained the rationale behind the costs for day-to-day running for 2014/15. There was a lengthy debate about the Parish Council's continuing donation of £6,000 towards WDBC's costs for running the Princetown toilets. The Clerk pointed out that the net figure paid to WDBC would include a reduction, which was equal to the money paid by visitors to use the toilet facilities. In the first year of operation, the reduction had been in excess of £1,800. David took a non-binding vote to assess the extent of the disagreement. The result was three votes in favour of withholding the donation until another organisation agreed to make a donation as well. There were five votes in favour of retaining the status quo, with these Councillors saying that withholding the donation increased the threat of the toilets being closed, which was not an option in a village with such a high visitor footfall. There was a Park Authority meeting on 26 November, and the Clerk had sent a letter to Ally Kohler re-stating that closure of the toilets was not an option, and that the Parish Council was looking for the Authority to play its part in providing funding to assure the facilities' existence into the future

Councillors were asked to bring to the next meeting estimates for any projects to which the Council might make a donation

8. Community Centre and Youth Club (Wendy S)

8.1 Community Centre –

Quotes were being obtained for the installation of CCTV and grilles on windows in order to reduce the incidents of damage to the building. A bid to assist with funding would be made to the Police and Crime Commissioner's Small Grant Scheme

The Centre had been the venue for the Brewery's re-launch event, and feedback had been good. There had been a fancy dress Hallowe'en party on 31 October. Feedback was awaited

The date of the next meeting was to be agreed

8.2 Youth Club –

Wendy S said that she had been to a meeting with Adrian Kemp on 29 October. Summary points were as follows

- The lease with the Duchy is still work in progress
- Adrian had met DNPA and WDBC representatives to investigate the possibility of funding
- There will be a management group in place early next year, which will be detached from Stonehouse. This body will have its own accounts, will pay its own bills and will be able to bid for funding in its own right
- The deprivation level in Princetown would be an important fact when making funding applications. Wendy had established that there were 34% of children in the primary school that were receiving free school meals. This was extremely high compared to other local schools
- An application for funding had been made, which, if granted, could see the Youth Club open for a second evening
- The children were in favour of having a garden, so Adrian was to speak to Tom Stratton regarding landscaping the ground around the Youth Club
- The set-up of AQA qualifications (previously Assessment and Qualifications Alliance) and Health and Safety certificates was being investigated
- UK Youth, in partnership with Microsoft, provides IT related training and services. Adrian had put in a bid for funding to provide internet services

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9. Repairs & Maintenance –

- 9.1 **Ivybridge Lane, Princetown** – The remedial work ceased due to bad weather some time ago, and has not restarted
ACTION: Letter to Ally Kohler at DNPA to complain about lack of progress
- 9.2 **Bridle Path, Holming Beam** – The trees bordering the bridle path having been thinned out are susceptible to wind damage. As a result of recent gales, the path is impassable due to fallen trees
ACTION: Clerk to contact Tom Stratton
- 9.3 **Princetown War Memorial** – The continuing heavy rain is washing away the sand upon which the granite setts were resting and stones were starting to move
ACTION: Clerk to contact DNPA to request cementing setts
- 9.4 **Streetlight in Princetown** – A light is permanently illuminated at the junction of Station Road and Hessary View
ACTION: Clerk to contact Highways

10. Highways Jobs

- 10.1 **Traffic Order (TO) Tavistock Road** – The letter of support had been sent to Ali Kohler
- 10.2 **Access to Burrator Avenue** – John's action to contact West Devon Homes regarding potential maintenance of the area was carried forward
- 10.3 **Gully blocked** – Twenty metres from the gate of the Prison, near the recent gas repair site
- 10.4 **Drains blocked** – In Tavistock Road outside the school and on the opposite side of the road from the Plume of Feathers to the Cafe
- 10.5 **Pothole re-opened** – Station Cottages, just after leaving Tavistock Road
- 10.6 **New pothole** – Tor Royal Lane, between Wesley House and the cattle grid

11. Planning

- 11.1 The following planning applications were received in October

DNPA Ref. & Applic. Type	Description	Location	Comments
13/0581 Full PP	Conversion of former Methodist chapel to form three open market dwellings, incorporating new access onto highway	Wesley House Two Bridges Road Princetown	With Councillors for comment
13/0537 Full PP	Second storey extension over existing extension at rear of the property	6 Tor View Princetown	Supported by the Parish Council
13/0533 Full PP	New roof to former silage clamp to provide building for cattle and equipment storage	Riddon Farm Widcombe-in-the-Moor	Supported by the Parish Council

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DNPA Ref. & Applic. Type	Description	Location	Comments
13/0496 Prior notific.	Steel framed mono-pitch agricultural building	Land at north east of Prince Hall Hotel	Granted: Work to start within five years

- 11.2 **Tor Royal Farm (13/0004)** – The Clerk had been told that this application, for a change of use of the upper yard for a trekking centre, was awaiting signature of the Section 106 Agreement

PUBLIC SESSION -

Councillor Sanders said that WDBC had recently passed its “T18 Programme”, which was part of the work being undertaken to close the budget gap for the period 2014 to 2018. There will be a total loss of 100 jobs between WDBC and South Hams District Council, with the hope that compulsory redundancies can be avoided. Core WDBC staff will remain at Kilworthy Park, with the rest moving to Totnes. The intention is to rent out space in Kilworthy Park to raise income. Staff had voted 27 to 2 in favour of the plan, which would mean no cuts in basic services. A new computer system would be implemented which would increase the self-help facilities for residents

It was noted that funding was available for Chapter 8 training, for any Parish Councils wishing to carry out work on public highways

Councillor Sanders said that the Park Authority was currently waiting for information about the level of cost reduction that it would have to make

12. Reports from Sub-Groups and Special Interest Groups

12.1 School (Wendy W)

Rehearsals have started for the Christmas plays

A longstanding teacher would be leaving at the end of the current term

The role currently stands at 75

12.2 Play Area (Cliff)

Cliff said that he had carried out an inspection that day, and had not found any problems.

Emma and her helpers had spread gravel at the public entrance to improve the surface. This had reduced the spoil heap, which they had smoothed over and spread grass seed. Emma had also cleaned graffiti off one of the pieces of equipment

All the snags had now been cleared and the cheque for Phase 2 would be signed at this meeting

We were now in a position to hold an opening an event with some publicity. Councillor Sanders needed to be at the event, as he had provided the majority of the phase 2 funding. He said that he would provide a list of potential dates as soon as possible

- 12.3 **Cemetery** – Mrs Ravenscroft’s family would be erecting a memorial stone on her grave before the end of the year

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- 12.4 **Emergency Plan (David)** – David said that the Meteorological Office had issued a statement saying that the forecast for November, December and January did not have any harsh weather predicted. David said that he had three additional snow clearers who would be trained shortly
- 12.5 **Parish Plan Sub-Group** – Nothing to report. It was agreed that a meeting would be held at 6.45 pm, prior to the December Council meeting
- 12.6 **Parking Sub-Group** – Nothing to report
- 12.7 **Fire & Rescue Service** – Paul said that the advert for day-cover vacancies had yielded several applicants, but appointment decisions had not yet been made. He said that the money from the Service's open day had been distributed as follows; Pre-school (£50), Primary school (£50), Devon Air Ambulance (£58), Pensioners' Christmas party (£150). In addition, £100 was put towards the cost of a fitness machine for the Fire & Rescue Service itself

13. Reports from Meetings with Other Groups

- 13.1 **More Than Meets the Eye project** – The Clerk said that she had registered with Ally Kohler at the Park Authority the requirement to improve the safety of the steps from the road down to the Clapper bridge as part of the work carried out by the project

14. Correspondence – Nothing to report

15. Financial Management

15.1 **Summary for October**

Payments made			
	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
Receipts			
	Ref 723	Purchase of cemetery plot	£150.00
Balance in bank 31 Oct			£27,315.14
To receive		Nil	
To pay			
	Ref 725	West Devon CAB – annual donation	£60.00
	Ref 726	Tavistock Ring and Ride – annual donation	£40.00
	Ref 727	Sutcliffe SW – part payment for play area phase 2	£15,307.12
	Ref 728	W Stones – wreath re-imburement	£17.00
	Ref 729	E Derham – re-imburement for electrical parts for tree lights	£38.99
	Ref 730	DALC – New Councillors' course	£30.00
	Ref 731	Youth Centre – donation for rent/loan	£1,000.00
	Ref 732	A Jaques – litter picking	£53.65
	Ref 733	P Turnbull – cement for signpost in play area	£5.70

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16. Urgent Matters at the Chair's Discretion

- 16.1 **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
- 16.2 **Termination of 98 bus** – Gregg had heard, via an unofficial source, that there were plans to terminate the 98 bus that serviced Princetown
ACTION; Clerk to find out the true situation

17. Any Other Business

- 17.1 **War Memorial** – Normal annual letter to be sent to Mr Jenner
- 17.2 **Shelterbox** - The WI camp-out out for shelterboxes to go to Syria raised £308
- 17.3 **Meeting Dates** – Next year's draft schedule was distributed for comment before the end of November
- 17.4 **Clerk Recruitment** – The advert will be published in early December in the Tavistock Times

PUBLIC SESSION – Nothing to report

Next Meeting

There being no further business, the meeting closed at 10:10 pm

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

Alison will chair the meeting. Standing apology from Paul for Monday meetings. Tom Stratton will attend

List of Sub-Groups and Special Interests

Parish Emergency Group – Cliff, Paul and David	
Parish Plan Sub-Group – Alison, Val, Wendy	
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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