

**DARTMOOR FOREST PARISH COUNCIL**  
**Minutes of the Council meeting held on Monday 9 January 2012**  
**in the Community Centre, Princetown at 7.30 pm**

**Present****Princetown**

David Worth (Chair)  
 Emma Derham  
 Gregg Manning  
 Cliff Palmer  
 Les Parr (from item 7)  
 Wendy Stones  
 Paul Turnbull

**Postbridge**

Val Greatrex

**Hexworthy/Huccaby**

Alison Geen

**Apologies****Princetown****Postbridge**

Wendy Watson

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

None

**Postbridge**

None

**Hexworthy/Huccaby**

None

**In Attendance**

None

There was one member of the public present (until item 7)

**A G E N D A**

1.	To receive apologies
2.	Report from Beat Manager
3.	To accept the minutes of the meeting held on 5 December 2011
4.	Matters arising from the previous meeting and not on the Agenda
5.	Precept 2012/13
6.	Councillor vacancy
7.	Community Centre & Youth Club
8.	Repairs & maintenance
9.	Update on Highways jobs
10.	Reports from Committees
11.	Reports from meetings with other groups
12.	Report from Fire and Rescue service
13.	Correspondence
14.	Financial management
15.	Planning applications
16.	Urgent matters at the Chair's discretion
17.	Any other business

**Date 6 February 2012**

**Signature of Chair**

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## 1. Apologies

There was an apology from Wendy W who had a family commitment

## 2. Report from Beat Manager

Nothing to report

Motorbikes were travelling up and down Tavistock Road at very fast speeds. To be reported to Dave/Mark

Cliff had cleared broken glass from the area beneath the zip wire in the play area. To be reported to Dave/Mark

## 3. Minutes of the previous meeting

The minutes of 5 December were agreed as a true record and signed by the Chair

## 4. Matters arising from the previous Meeting

### 4.1 Dog Signage in Churchyard

There had been comments from some Councillors on the suggested wording for the signs. The DNPA Rights of Way Officer had said that, as far as the Park Authority was concerned, there were no pitfalls in putting up such a sign. He said that DNPA would be carrying out an awareness campaign during the coming season aimed at dog owners

It was confirmed that two signs were needed

**ACTION:** Clerk to check with WDBC about permitted wording

### 4.2 Station Road Post Code Confusion

The covering letter requesting a changed/new postcode had been drafted and the collection of signatures was almost complete

### 4.3 Weeds in Princetown (Paul)

Paul had spoken to the Resettlement Unit and assistance with removing road weeds was said to be in hand

Cliff said that he would check with a contact at the Prison regarding the delay in providing resource and the, apparent, lack of escorts for prisoners required to work off the prison site

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## 5. Precept 2012/13

There was a continuation of the discussion at last month's meeting. It was noted that, whilst Parish and Town Councils still had the freedom to increase their precepts, it was not at all certain that this would be the case for 2013/14.

The Clerk explained the rationale behind the employment of a handyman by Horrabridge Parish Council. This was noted and, whilst there was no requirement for such a role at present, it would be borne in mind for future precept discussions

It was agreed that:

- No assets were to be insured. Cover would be limited to the Council's legal obligations (e.g. public liability). The insurance provider was to be changed in order to reduce cost even further
- Financial support would be given to the Youth Club
- Money would set aside to fund additional areas for grass cutting in Princetown when the devolved services debate was completed
- Money would be provided to fund activities in connection with the Queen's Jubilee celebrations
- Money would be provided to repair the wall in Princetown opposite the war memorial

The additional cost of the items above would mean a deficit of approximately £2,500 over the year. The Clerk advised Councillors to consider increasing the precept by £5,000 to provide a buffer in the event of Parish Councils being capped, or similar, for the 2013/14 financial year

**DECISION:** The motion to increase the precept for 2012/13 by £5,000 was put to the vote and carried unanimously, but with one Councillor expressing reservations

The Clerk had provided Councillors with a table showing the increase in Council Tax per year per resident that raising the additional £5,000 would require. The figures ranged from £8 (for a band A property) to £25 (for a band H property). The Clerk advised Councillors to use this information to reassure residents who were concerned about the impact of the precept increase on their spending

## 6. Councillor Vacancy

Les Parr had submitted his application to the Clerk via email before Christmas, but the email had failed to arrive. Given that this had been the only application, Councillors agreed that it would be a waste of time to go through the co-option process again, since this would be unlikely to generate any more interest.

The motion to co-opt Les Parr as Councillor for the Princetown ward was proposed by Paul, seconded by Gregg and carried unanimously

The Chair congratulated Les and invited him to sit at the Council table

**ACTION:** Clerk to arrange an induction session with Les

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

### 7.1 Community Centre

The next meeting normal meeting would be held on 16 January

A special meeting had been held to vote formally for the transfer of HMCA assets to the new Princetown Community Centre (PCC) Board. Transfer of the lease was in hand and had been

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agreed by the Big Lottery Fund. Transfer of funds from the Council's account would be the final step, and this was likely to take place before the end of January

## 7.2 Youth Club

Funding had been obtained for activities for the 15+ age group. Conditions of the funding included doing something to help the village: assisting Wendy S to paint the bus shelter had been cited as a suitable job

**ACTION:** The Youth worker will be invited to the February meeting to update Councillors on the latest situation

## 8. Repairs & Maintenance

Nothing to report

## 9. Update on Highways Jobs

### 9.1 Existing Jobs

The non-working Jubilee lamp in Duchy Square (reported at last month's meeting) had to be reported to Highways in the first instance

Clearance of ditches in Saddlesbridge had still not be carried out and others in the area were badly in need of attention

Loose drain grids outside the shops had still not been dealt with

### 9.2 New Jobs

Line painting needed in Tor Royal Lane

The leat repair at Roundhill had cured most of the water on the road but ditches and drains now needed to be cleared as well

The holes in Oakery Bridge to take away surface water were blocked, causing lying water on the road

The street lamp opposite the church in Princetown had been cut down as an emergency during the Christmas period, but had not yet been replaced

The T junction of Burrator Avenue with Tavistock Road had confusing signage. Travelling into the village along Tavistock Road, the left turn was signed as Devonshire Row, but travelling out of the village the right turn was signed as Burrator Avenue

## 10. Reports from Committees

### 10.1 School (Wendy W)

Nothing to report in Wendy W's absence

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**10.2 Play Area (Cliff)**

Cliff said he had inspected the play equipment that day and had found it all to be in order

He said that the mud around the pedestrian entrance needed to be sorted out, which he would do as soon as possible

The wall bordering Tavistock Road needs some stones resetting/replacing

ACTION: Clerk to check whether the Duchy has responsibility for the wall [**Post-meeting note:** the deeds signed when the access road was taken out of the play area show that the wall is the Parish Council's responsibility]

**10.3 Cemetery (Val)**

Val had nothing to report

**10.4 Emergency Plan**

David reminded everyone that there was plenty of salt available and that residents should contact him if they needed any

It was noted that the salt was currently in a temporary location and would need to be moved elsewhere next year, when the lease with the Duchy expired

**10.5 Parish Plan**

The Clerk will organise a meeting of the Committee, plus the volunteer, to start planning for the consultation

**10.6 Diamond Jubilee (Wendy S)**

Wendy S said that she was hoping to persuade businesses in the Parish to provide a donation to help to offset the cost of the mugs for the children

**11. Reports from Meetings with Other Groups**

Nothing to report

**12. Fire and Rescue Service Report (Paul)**

Callouts over the holiday period had been low and Paul said that installation of smoke alarm systems pre-Christmas might have been an influencing factor

Paul said that a series of free first aid courses, run under the auspices of the British Heart Foundation, would start in late February/early March. Each course would have 10 delegates, who would receive certificates of proficiency after the course

**13. Correspondence**

- 13.1 **DNPA Development Management Delivery Plan Document** – The Authority's members met on 6 January to discuss the latest revised document. There will be a final period of public consultation in February/March. The Authority's website now has a website mapping tool, useful for members of the public and local residents. Parish boundaries can be shown and clerks' contact details will be published, with their permission

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- 13.2 **Okehampton and Tavistock Design Briefs** – An invitation had been extended to attend the Stakeholder Design Workshops being held on 26 January. The Council declined the invitation
- 13.3 **Devolved Services Model Workshop** – The Clerk will attend the Workshop on 31 January in Ivybridge to start discussions on developing models for devolution of services
- 13.4 **Town Centre, Shopping and Leisure Study** – A workshop was being held in Bridestowe Village Hall on 30 January from 1400 to 1600 to give retailers, leisure providers, businesses and community groups the opportunity to share their thoughts about future provision in Tavistock and Okehampton. The Council declined the invitation
- 13.5 **Other Correspondence** – the following had also been received:
- Notes from DNPA Forum on 25 November (on DNPA website)
  - Devon Association of Local Councils – latest newsletter
  - Adult and Community Learning – course listing spring 2012 (to be placed on the table in Community Centre)

#### 14. Financial Management

##### 14.1 Summary for December

<b>Payments made</b>	Ref 586	W Stones – re-imburement for poppy wreath	£20.00
	Ref 587	Duchy of Cornwall – hall hire	£30.00
	Ref 589	M J Druett – grass cutting	£400.00
	Ref 590	M J Williams – litter picking	£51.39
	Ref 591	Chris Palmer – Christmas tree light bulbs	£28.88
<b>Receipts</b>	Ref 588	Santander dividend	£8.70
<b>Balance in bank 31 December</b>			<b>£44,102.08</b>
<b>To Receive</b>			
<b>To pay</b>	Ref 592	Clerk's expenses	£133.32
	Ref 593	M J Williams – litter picking	£51.39

It was noted that the balance in the account did not reflect the true position. Some funds were being held for other groups, and some funds were committed to specific spend, as follows:

Charity shop	Held pending legals to make the PCC official	£2,586.37
HMCA	Ditto	£25,529.14
Community fund	Grant for play area phase 2	£700.00
Community fund	Grant for winter salt/grit	£100.00
Community fund	Fund was wound up and the balance transferred	£1,194.54
Princetown toilets	Awaiting invoice from WDBC	£5,000.00
Locality budget	Grant from Cllr Sanders towards play area phase 2	£3,500.00
Sutcliffe retention	Play area retention for first year after installation	£856.84
	<b>TOTAL</b>	<b>£39,466.89</b>
	<b>BALANCE IN BANK AT 31 DECEMBER</b>	<b>£44,102.08</b>
	<b>TRUE BALANCE</b>	<b>£4,635.19</b>

##### 14.2 Internal Auditor

Clerk to check Don Agnew's availability for the 2011/12 internal audit

<b>Date 6 February 2012</b>	<b>Signature of Chair</b>

## 15. Planning Applications

15.1 The following planning application correspondence was received in December

DNPA Ref. & Applic. Type	Description	Location	Comments
11/0586	Replace porch, conservatory and sheds with single storey side extension plus new front porch	44 Bellever Close Princetown	Granted: <ul style="list-style-type: none"> <li>• Development to start within three years</li> <li>• Roof finishing to match existing unless otherwise agreed</li> </ul>
11/0577	Powder coated door and window frames on extension	Yellowmeade Farm Princetown	Granted: Window and door frames to be maintained in the approved materials

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

- 16.1 The Clerk asked when the Community Fund grants (£700 for the play area and £100 for winter arrangements) would be received  
**ACTION:** Wendy S to check
- 16.2 The disused pumping station on the B3357 was now an eyesore  
**ACTION:** Clerk to check the situation with South West Water
- 16.3 Wendy S asked for the Council's opinion on the planting of oak trees as part of the Jubilee legacy. The view was that this should be followed up, but that the play area was not a suitable place
- 16.4 A resident had reported that the Chaplain's House in Princetown had external works in progress and had questioned whether planning permission was needed or had been obtained  
**ACTION:** Since the Council had not seen an application; the Clerk will check this with DNPA

## 17. Any Other Business

- 17.1 Cliff said that the new notice board for Tavistock Road was now finished and he would shortly be helping Chris Jordan to install it

## PUBLIC SESSION

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 on Monday 6 February 2012** in the **Community Centre, Princetown**

Alison will chair the meeting

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## **Sub-Committees and Groups**

**Jubilee Sub-Committee** – Emma, Wendy S

**Parish Emergency Group** – Cliff, Wendy S, Paul

**Parish Plan Sub-Committee** – Alison, Val, Wendy S

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**Signature of Chair**