

DARTMOOR FOREST PARISH COUNCIL

**Minutes of the Council meeting held on Monday 7 June 2010
in the Village Centre, Princetown at 8.00 pm**

Present

Princetown

Ms Emma Derham
Mr Gary Easton
Mr Cliff Palmer
Mrs Wendy Stones
Mr Paul Turnbull
Mr David Worth

Postbridge

Mr Dave Fisher (Chair)

Hexworthy/Huccaby

Ms Alison Geen

Apologies

Princetown

Ms Sarah Ruffles

Postbridge

Mrs Wendy Watson

Hexworthy/Huccaby

Absent without Apology

Princetown

None

Postbridge

None

Hexworthy/Huccaby

None

In Attendance

PCSO Mark Canvin

No members of the public were 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 May 2010
5.	Matters arising from the previous meeting and not on the Agenda
6.	Annual Parish newsletter
7.	A-board signage
8.	Play Area Development
9.	Repairs & Maintenance
10.	Update on Highways jobs
11.	Reports from Committees
12.	Reports from meetings with other groups
13.	Correspondence
14.	Financial Management
15.	Planning applications
16.	Urgent matters at the Chair's discretion
17.	Any other business

1. Apologies and Running Order Change

There was an apology from Sarah who was ill. Sarah last attended a meeting in December, which was her first since being elected. The June meeting is the sixth consecutive absence and requires attention.

Date 5 July 2010

Signature of Chair

There was a discussion about whether the best approach would be to write a formal letter or to have an informal conversation with Sarah

DECISION: It was agreed by four votes to three that a formal letter should be sent [**Post-meeting note:** Sarah has said that she will be able to attend meetings from now on]

DECISION: It was agreed that the HMCA item should be dealt with after the Public Session due to the sensitive nature of the content

2. Declarations of Interest

There were no declarations of interest and no changes of circumstances to be reported

3. Beat Manager's Report

In answer to a question Mark said that the perpetrators of the broken window in the Village Centre were still unknown, and likely to remain so, despite investigation. The initial thought had been that a stone, thrown up when the grass strimmer was used, had caused the breakage, however, this theory had subsequently been discounted.

In answer to another question, Mark said that he knew of two local young people who were rifle owners. Members of the village say that the young people follow the rules, and an adult who goes shooting with them supports this view. The farmer on whose land they shoot also does not have a problem with them, although he remains vigilant. Mark said that the Police would continue to monitor the situation.

Thefts from vehicles continued, especially in Postbridge, which is a focus for Police attention. Mark said that there was a view that the thefts are being carried out by a professional group from Somerset. Two cars had been set alight in Princetown, but this did not fit the pattern of other vehicle related crime in the area and was probably unconnected. The Police will monitor the situation and asked for residents' support in reporting any suspicious events.

Two young people had been interviewed in connection with the theft of milk from doorsteps, which they denied. They had been released due to lack of witnesses. The thefts are still taking place, which indicates that someone else might be to blame. The milkman is changing the timing on his round so that he delivers later in the areas prone to theft to ensure that there is more activity around to deter the thieves.

Some vehicle damage had occurred in Tavistock Road due to rugby club visitors missing their transport and having to walk to Tavistock.

Money had been stolen from an honesty tin outside Venville House.

Princetown is to be included in a SCARF exercise (Speed Complaint Action Review Forum)

4. Minutes of Previous Meeting

The minutes of 10 May were signed as a true record

5. Matters arising from the previous Meeting and not on the Agenda

5.1 **Blocked trail** – it was noted that Tyrwhitt's trail had been barricaded on the orders of a previous Governor in order to prevent drugs being left there. The trail runs behind the Oratory and on to Prison land

5.2 **Dog litter signage** – this does not appear to have been installed as per requirements. The lesson learned is to specify such work in more detail at the time of placing the order in future

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Signature of Chair

- 5.3 **Fare Car Scheme leaflets** – The latest version of the leaflets had been distributed in Princetown, Yelverton and Tavistock. The Clerk holds a stock of leaflets if more are needed
- 5.4 **Hexworthy Notice Board** – the Clerk now has the dimensions of the notice board and will double check Alison’s suggested position for the board to enable a planning application to be raised

6. Annual Parish Newsletter

Distribution of the newsletter will be carried out by Alison, Dave F , Emma and Wendy S

Postage to be kept to a minimum by including letters in newspaper deliveries

7. A –Board Signage

Councillors had read the papers given out at the previous meeting. It was noted that, although DNPA are entitled to remove unsuitable signage, this action generates bad feeling with the businesses affected. The signage has been noticeably reduced recently and Councillors wanted to find out why this was

ACTION: Clerk to talk to Enforcement Officers at DNPA

8. Play Area Development Group (Gary)

The Risk Assessor had carried out an inspection and had submitted his report. The recommendations made included:

1. Signage and road painting on the access road to warn drivers of children playing and crossing the road
2. Avoidance of a second gate at the entrance as this will compromise its Disability Discrimination Act (DDA) compliance
3. Closure of the Tavistock Road entrance due to its poor state of repair and the hazard that this posed

Item 1 will be costed into the play area refurbishment project.

A copy of the report had been sent to Tom Stratton at the Duchy who had made the following observations:

- He was in broad agreement with signage and road painting
- He concurred with the DDA non-compliance reason for avoiding a second gate
- He re-iterated the Duchy’s intention of closing the Tavistock Road entrance without charge to the Council but recommended a delay in carrying out this work whilst the new entrance is sorted out
- He sought to correct the report in the Council’s May minutes that the contractor had refused to close off the Tavistock Road entrance, saying that the contractor had simply raised concerns about the safety implications of doing so

9. Repairs & Maintenance

- 9.1 **Postbridge Phone Kiosk** – as reported in last month’s minutes, the kiosk had been cleaned by BT but was in need of repainting
ACTION: Emma volunteered to paint this kiosk, together with the kiosk opposite the green in Princetown
- 9.2 **Postbridge Bus Shelter** – the Clerk’s enquiries had indicated that the shelter is owned by DCC
ACTION: Dave F to inspect the shelter to inform a decision on the Council taking over its maintenance

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- 9.3 **Princetown Toilets** – the internal doors of the newly refurbished toilets had been damaged. There was also a problem with the toilets being locked too early and tourists being left without facilities in the height of the season
ACTION: Clerk to check the closure procedures with WDBC
- 9.4 **Princetown Notice Board** – The new Sub-Postmaster, Chris Jordan, had volunteered to repair the notice board opposite the green, when time allowed

10. Update on Highways Jobs

10.1 **New Jobs**

The drainage grid outside the PO and Stores in Princetown is proud of the pavement and presents a trip hazard. A request will be made get all the grids in that checked

There are sycamores growing in the gutter at the base of the wall between Oakery Bridge and the leat

10.2 **Existing Jobs**

The “No Through Road” sign is still missing outside the Forest Inn

11. Reports from Committees

11.1 **School (Clerk via Wendy W)**

The position of Local Authority Governor is still vacant

11.2 **Playground (Cliff)**

The climbing frame is in poor condition but does not appear to be deteriorating further so no action will be taken

11.3 **Cemetery (Dave F)**

The grass is not being cut

ACTION: Clerk to remind the contractor [**Post-meeting note:** the grass has now been cut]

11.4 **Emergency Plan (David W)**

David said that production of the Plan was not a trivial matter, but it was hoped to have a draft ready in August. It was recommended that the team had a member with experience of emergency call outs. Cliff volunteered to join the team.

The plan will be kept as simple as possible, with representatives from Hexworthy and Postbridge to ensure that the whole Parish is covered

It is understood that the Prison has a building that would be suitable for emergency shelter. This is being checked out

12. Reports from Meetings with Other Groups

12.1 **Southern Parishes Link Committee**

The next meeting is on Thursday 24 June.

Date 5 July 2010

Signature of Chair

There is some interesting material in the minutes and documents from the previous meeting and these were distributed to all Councillors

13. Correspondence

- 13.1 **DNPA Monthly Meeting** – calling papers for the meeting on 4 June had been received
- 13.2 **Parish Lengthsman Service** – a new leaflet had been received which is somewhat at odds with the way the current service is delivered
ACTION: Clerk to ask Councillor Sanders for a contact name
- 13.3 **Census 2011** – This will take place on Sunday 27 March. An initial booklet, one copy, has been received giving information on how Councils can help. An electronic copy has been requested.
- 13.4 **DNPA Local Development Framework** – DNPA is holding a consultation event in the Village Centre on 20 July. This will be in the form of a drop in, which will run from 11.00 am until 7.00 pm. Councils are asked to post notices and to pass the word around to maximise attendance
- 13.5 **Survey of Voluntary & Community Sector**– To build a picture of voluntary organisations in Devon. This is not applicable to Parish Councils
- 13.6 **DPFA AGM & Conference** – This will be held on 1 July in Christow Community Hall. Focus is on supporting rural communities to develop recreation legacies

14. Financial Management

14.1 Summary for May

Payments made	Ref 464	DALC – annual subscription	£207.20
	Ref 465	HMCA – hire of hall	£10.00
	Ref 466	W Stones – masonry paint for bus shelter	£28.78
	Ref 467	M J Williams – litter picking	£50.27
	Ref 468	West Dartmoor Benefice	£100.00
Receipts	Ref 462	Burial fees – Frances Williams	£316.00
	Ref 463	WDBC - First half-year precept	£3,825.50
Balance in bank 31 May			£6,970.17
To Receive	470	Santander dividend	£15.37
	478	VAT refund	£143.91
To pay	471	Clerk's 2nd half-year pay and expenses	£1,340.72
	472	WDBC dog bin emptying	£76.98
	473	Frank Martin - fencing and stile in play area	£842.47
	474	HMCA - hall hire	£20.00
	475	Area Leisure & Play Solutions - play area risk assessment	£76.38
	476	Roundabout - Parish magazine annual donation	£60.00
	477	Parish Link - Parish magazine annual donation	£60.00
	479	M J Williams - litter picking May	£50.27
	480	Devon Association of Local Councils – annual fee	£207.20
	481	M J Druett – Princetown grasscutting	£435.00

- 14.2 **Lost Cheque** – the Community Council of Devon had lost the Parish Council's original cheque for its annual membership fee (Ref 464 above). This cheque will not be presented and a new cheque is to be signed (Ref 480 above)

Date 5 July 2010

Signature of Chair

15. Planning Applications

15.1 The following planning application correspondence was received in May

DNPA Ref. & Application Type	Description	Location	Comments
10/0181 Prior notification	Erection of porch extension	Hillside Cottage Merrivale	This is a re-application of the previous application, which was rejected. The Council supported the new application
09/0578 DPP	New affordable dwelling with parking and gardens	Land adjacent to 1 Hessary View	Granted: Work to start within 3 years Roof to be nailed natural slate No alterations to the new building without permission New external joinery to be painted, in an agreed colour, within one month of installation All external doors and windows to be recessed at least 100 mm. Proposed surfacing materials to be agreed before installation and for any subsequent changes Occupation not allowed until two parking spaces made available as per plan Full details of foul and surface water drainage to be installed and in operation before occupation. The approved scheme to be permanently retained and maintained thereafter
09/0251	Renovate existing stone outbuilding with pitched couple roofs	Wheal Lucky Rundlestone	The Council supported this application

15.2 **DNPA Development Management Committee** – calling papers for the meeting on 4 June had been received

15.3 **Temporary Shed @ Bellever Youth Hostel** – It has been confirmed by DNPA that a new site has been found for the shed outside the National Park and the shed in Bellever will be removed. The Authority is monitoring the removal of the structure and will inform the Council when it has been completed.

16. Urgent Matters at the Chair's Discretion

Nothing to report

17. Any Other Business

17.1 **Princetown Carnival** – the Carnival will not take place this year, but there will be a village fete, which is to be held on Saturday 7 August

17.2 **Prison IT Training** – Some Councillors volunteered to take the course which is taking place on 23 and 24 June

17.3 **Partial Boundary Walk** – This was incorrectly reported in May's minutes as taking place on 9 August. This should have been 29 August

PUBLIC SESSION

Date 5 July 2010

Signature of Chair

Nothing to report

Next Meeting

There being no further business, the meeting closed at 9.25 pm

The next Parish Council meeting will be at **7.30 pm on Monday 5 July 2010** in the **Village Centre, Princetown**

Date 5 July 2010

Signature of Chair