

DARTMOOR FOREST PARISH COUNCIL

**Minutes of the Council meeting held on Monday 2 August 2010
in the Village Centre, Princetown at 7.30 pm**

Present

Princetown

Ms Emma Derham
Mr Gary Easton (Chair)
Mr Cliff Palmer
Mrs Wendy Stones
Mr Paul Turnbull

Postbridge

Hexworthy/Huccaby

Ms Alison Geen

Apologies

Princetown

Ms Sarah Ruffles
Mr David Worth

Postbridge

Mr Dave Fisher
Mrs Wendy Watson

Hexworthy/Huccaby

Absent without Apology

Princetown

None

Postbridge

None

Hexworthy/Huccaby

None

In Attendance

Henry Melle, Fire and Rescue Service

One member of the public was present

A G E N D A

1.	To receive apologies
2.	Declarations of Interest
3.	Report from Beat Manager
4.	Report from Fire and Rescue Service
5.	To accept the minutes of the meeting held on 5 July 2010
6.	Matters arising from the previous meeting and not on the Agenda
7.	Play Area Development
8.	HMCA
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

There was an apology from Dave F who was ill. Gary took the chair in his place.

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There were apologies from Wendy W and Sarah, who had work commitments, and from David, who had a family commitment

2. Declarations of Interest

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

3. Report from Beat Manager (via the Clerk)

Dave Pickles had informed the Clerk that there were no particular issues that he wished to be reported

4. Report from Fire and Rescue Service)

Henry said that the station now had 13 personnel. Discussions on cost reduction options were ongoing. Henry said that use of retained fire fighters, plus the position of the fire station, were benefits when the possibility of cost cutting was being investigated. It was important to keep the service's profile as high as possible; for example, accolades in writing were a very beneficial and were always passed on to HQ. Henry said that he would pass some of the service's statistics to a Councillor for future reference.

The date for the open day was yet to be fixed, but it would be near the end of August.

There are plans to replace one of the appliances with something smaller, but this will take over a year to achieve. The Co-Responder vehicle will remain.

Henry left the meeting

5. Minutes of Previous Meeting

The Clerk had forgotten to bring the minutes of 5 July. These will be signed at the next meeting

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

- 6.1 **Bellever Forest Car Park** – Steve Lees had written to the Council to say that, after due consideration, the Forestry Commission had decided not to extend free parking to cover Postbridge residents. He re-iterated in his letter that the Bellever residents had been offered free passes in recognition of the potential for them to be affected by inconsiderate parking. The visitors' fee structure had been changed from a £2 flat fee to a £1 fee for the first two hours. Consideration was being given to changing the price for a Discovery Pass from £25 to £20.

There were teething problems with the meter system and this was being addressed. Parking was free until the problems were resolved

ACTION: Clerk to write to Steve Lees to challenge the decision and ask for the matter to be escalated to a higher level for consideration

- 6.2 **Parking in Princetown** – A reply had been received from Tom Stratton
“Parking this was of course, one element of the discussion on 29 September 2009 and having spoken with the DNPA recently, they are considering what might be achieved in relation to addressing this issue in the context of the use and management of the car park at the rear of Duchy Hotel. They will be speaking with me in due course and when their thoughts are at a stage where they consider it appropriate to make contact with your Council, they will be in touch. Certainly the issue of parking is still very much on the agenda”

Wendy said that the Spielberg event had caused great parking problems in the village. The Clerk explained that policing was not the responsibility of the Neighbourhood Team and that private policing arrangements should have been made. The Heritage event, although very large, had not

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caused any parking problems. It was noted that HMCA should raise the question of parking when bookings are taken for large events. The Parish Council should be informed so that permission can be sought to open Jubilee Field, if necessary

- 6.3 **Dog fouling, Woodville Avenue, Princetown** – David W had emailed the Clerk to say that he had been unable to find any evidence of dog fouling at the top of Woodville Avenue. This matter is now considered to be closed.
- 6.4 **New Hexworthy Notice Board** – The Clerk had received satisfactory replies from DNPA on the questions raised. However, photographs of the board are not sufficient for the planning application and a scale drawing is required. It had been established that the land belongs to the Duchy and Tom Stratton had agreed to the board being erected

7. Play Area Development Group (Gary)

Chris Jordan was doing a good job in sorting out the contracts with Sutcliffe, the chosen supplier, albeit nothing can be signed at the moment until the Government review is completed at the end of the month. Chris is using the priority list provided by the children to pare down the cost to the £35k from Playbuilder as that looks like the only funding available for the first phase

Paul is sorting out painting the access road to provide a zebra crossing etc., and will do the work when the weather permits

One or two more parents are helping now, so the Parish Council dominance is diluted somewhat. A parent has volunteered to deal with publicity/marketing from October

Wendy S is taking usage figures so that the before-and-after differences can be measured.

8. HMCA (Wendy S)

Wendy reported as follows from the meetings she had attended on 13 and 27 July:

- Trustee forms have been given to Mike Fitzpatrick, David Francis and Bob Locke
- Audrey Vigni is now dealing with invoices, so Clerk's services not required
- A new price list for bookings has been prepared but not yet published
- Audrey is dealing with invoicing and banking. There are difficulties in finding out which invoices have been paid.
- Geri Laithwaite's offer of help has not been taken up, due to past issues
- Paul Stubbs is looking at the use of Quickbooks. He has not yet been able to post any transactions as no-one can gain access to the system
- Pat Marshall is using the HMCA system to advertise the courses he is delivering at the Anchorage Centre. Gregg Manning to speak to TASS about this situation
- There had been a problem with payment of the Pavilion rent to the Duchy, but this was now resolved
- Both Youth workers leave on 28 August
- Paul Dobbie is looking into the feasibility of applying for funding of a new Youth Club, which would not be operated by HMCA
- The hall floor damage had been repaired and lights had been re-fitted, but non-working light strips will cost £200 each to replace
- The library will pay for repair to its window, which was broken during grass cutting
- It was agreed that signage will read "Community Centre"

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9. Repairs & Maintenance

- 9.1 **Postbridge Phone Kiosk** – Dave F will see if anyone from Postbridge will volunteer to paint the kiosk. Action carried forward in Dave's absence
- 9.2 **Princetown Toilets** – The Monitoring Officer at WDBC had stated that: *"I have spoken to our contractors who clean and open the toilets and they state that Princetown will not be locked any earlier than 6pm, as advertised on the outer doors. The cleaner will clean the units and proceed to lock up after 6pm"*.

10. Update on Highways Jobs

10.1 **New Jobs**

Flooding had occurred in Venville House due to heavy rain on 22 July running off the moor

ACTION: Wendy S to get evidence if possible

10.2 **Existing Jobs**

Some of the drainage grids outside the Post Office and Stores had now been repaired but others still needed attention

11. Reports from Committees

11.1 **School (Wendy W)**

Nothing to report

11.2 **Playground (Cliff)**

The old post by the Tavistock Road entrance will be removed shortly

Cliff said that he had carried out an inspection the previous day and had not found any glass

The gate at the entrance used for grass cutting equipment is regularly being left open

DECISION: It was agreed that the gate should be padlocked.

ACTION: Paul to purchase and fit a suitably strong padlock

11.3 **Cemetery (Dave F)**

A request for a quote for the tree work was awaited

Grass cutting had been carried out after a reminder to the contractor

11.4 **Emergency Plan (David W)**

David had sent an apology that work on the Plan had stopped temporarily, due to family commitments.

He will resume work as a top priority when his current commitments are reduced

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12. Reports from Meetings with Other Groups

12.1 **Southern Parishes Link Committee (Dave F & Paul)**

Minutes of the meeting on 24 June were distributed. It was noted that Paul had been omitted from the list of attendees in error. This had been reported to the Committee Clerk for correction at the September meeting

Next meetings are on 23 September and 2 December 2010

13. Correspondence

- 13.1 **Mobile Library Service** – DCC had carried out a review of the mobile service and had prepared a list of proposed changes. The Council is asked to respond with any comments on the proposals by 10 September. The DCC paperwork was distributed to all Councillors and will be discussed at September's meeting
- 13.2 **Freezing of Council Tax Level** – A paper had been received from the National Association of Local Councils to clarify the current position regarding Town/Parish Council precept and whether they are to be frozen as well. A copy of the paper was distributed to all Councillors for information
- 13.3 **WDBC Standards Committee** – Papers for the Committee's meeting on 27 July had been received
- 13.4 **WDBC Core Strategy** – The controversial Strategy document had been submitted to the Secretary of State for independent examination
- 13.5 **Duchy Square Landscaping** – Tom Stratton had sent the following update: *“Devon County Council is completing a draft landscaping plan for further consideration and I have followed this up to see where things are at the moment. I will let you know. Whilst funding cuts relating to a cross section of organisations involved in the original meeting, particularly governmental, will mean that the implementation of a wider plan will no doubt have to be delayed, I feel it is important for all parties to agree such a plan shortly. We have of course discussed a wide range of works from alterations to the highway / road levels to changing the surface of the areas outside the HMBC/Duchy Square down to signage, seating and information boards etc. If a plan is agreed, as funding becomes available, elements of the plan can be implemented. This will at least mean that some of the more straightforward and less costly aspects are dealt with and the issue of funding will need to be discussed with the partner organisations”*
- 13.6 **Public Toilet Service** – WDBC is consulting with various Parish Councils and Tavistock Town Council to gauge interest in these Councils taking over responsibility for 15 public conveniences. This is in response to the freezing of Council Tax and the Coalition Government's confirmation of changes in the way local services will be funded in the future. The Clerk had submitted a set of preliminary questions to WDBC and was awaiting a reply
- 13.7 **DNPA Local Development Framework** – DNPA was carrying out a consultation about site-specific issues. Questionnaires were given out to Councillors who would send any comments to the Clerk for submission to the Authority
- 13.8 **DNPA Monthly Meeting** – calling papers had been received for the meeting on 6 August

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14. Financial Management

14.1 Summary for July

Payments made	Ref 482	M J Williams - litter picking June	£50.27
	Ref 483	M J Druett – Princetown grasscutting	£290.00
	Ref 484	Emma Derham – materials for phone kiosk	£9.19
	Ref 485	HMCA - hall hire	£20.00
	Ref 486	Clerk – re-imburement for dog bin and JCT contract for Sutcliffe (play area)	£245.62
Receipts			
Balance in bank 31 July			£3,345.35
To Receive			
To pay	Ref 487	Audit Commission fee	£141.00
	Ref 488	M J Williams – litter picking July	£50.27

- 14.2 **Accounts Audit** – The Audit Commission had completed its work and the accounts had been approved without comment. The appropriate notice had been posted on all notice boards

15. Planning Applications

- 15.1 The following planning application correspondence was received in July

DNPA Ref. & Applic. Type	Description	Location	Comments
10/0300 Full PP	Single storey sun room to south of existing bungalow and construction of timber block of stables and store room to the north of the existing garage	Forest Cottage Bellever	The Council supported this application
10/0151 Prior notification	Silage clamp to replace two existing clamps	HMP Dartmoor	Granted: Work to begin within 3 years

- 15.2 **DNPA Development Management Committee** – calling papers for the meeting on 6 August had been received

16. Urgent Matters at the Chair's Discretion

- 16.1 The Clerk distributed a document on succession planning, which will be on next month's agenda

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17. Any Other Business

- 17.1 **St Michael & All Angels** – Cliff said that Mike Druett was now cutting the grass in the churchyard
- 17.2 **Grass Disposal Licence** – At the Clerk's request, Cliff said that he would ask Mike Druett for a copy of his grass disposal licence, which was still outstanding in regard to the Council's contract for grass cutting around the village

PUBLIC SESSION

Nothing to report

Next Meeting

There being no further business, the meeting closed at 9.00 pm

The next Parish Council meeting will be at **7.30 pm on Monday 6 September 2010** in the **Village Centre, Princetown**

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