

DARTMOOR FOREST PARISH COUNCIL

**Minutes of the Council meeting held on Monday 6 September 2010
in the Village Centre, Princetown at 7.30 pm**

Present

Princetown	Postbridge	Hexworthy/Huccaby
Mr Gary Easton (Chair)		Ms Alison Geen
Ms Emma Derham		
Mr Cliff Palmer		
Ms Sarah Ruffles		
Mrs Wendy Stones		
Mr Paul Turnbull		
Mr David Worth		

Apologies

Princetown	Postbridge	Hexworthy/Huccaby
	Mr Dave Fisher	

Absent without Apology

Princetown	Postbridge	Hexworthy/Huccaby
None	Mrs Wendy Watson	None

In Attendance

Nil

Two 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 2 August
5.	Matters arising from the previous meeting and not on the Agenda
6.	Play Area Development
7.	HMCA
8.	Succession Planning
9.	Running Princetown Public Toilets
10.	Repairs & Maintenance
11.	Update on Highways jobs
12.	Reports from Committees
13.	Reports from meetings with other groups
14.	Correspondence
15.	Financial Management
16.	Planning applications
17.	Urgent matters at the Chair's discretion
18.	Any other business

Date 4 October 2010

Signature of Chair

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1. Apologies

There was an apology from Dave F who was still recovering from surgery. Gary took the Chair in his absence

Wendy S was attending the HMCA meeting, which was taking place simultaneously with the Council meeting, and would brief the Parish Council later, if appropriate

It was noted that Wendy W was absent without apology (an apology was received the following day)

2. Declarations of Interest

There were no changes of circumstances to be reported

Gary declared an interest in the planning item concerning an application to erect properties on Plymouth Hill

3. Report from Beat Manager (from PC Dave Pickles via the Clerk)

Dave Pickles had spoken to the Fire & Rescue Service about the spate of vehicle fires, but nothing more could be added. Since there had not been any further incidents, it was deemed that the matter was closed.

The Moorland Challenge takes place on 18/19 September. Parents are urged to return their completed forms to Rob Walsh who is co-ordinating the event

There have been incidents of sheep worrying in Tor Royal Lane and Dave asked residents to be vigilant and report any information that might help.

There is an investigation ongoing regarding damage done to a Lords employee's car whilst it was parked in the restaurant car park. Dave asked for any information to be reported through the normal channels.

Dave, Rob Walsh and Mark Canvin have each achieved an "outstanding" rating in their annual appraisals for the work that they do. This rating is rarely given and it is even more unusual for three members of the same team to achieve it. The accolade was given in recognition of, for example, setting up the Moorland Challenge, assisting with cases of restorative justice and the sheep worrying case at Sheepstor.

The August letter from Inspector Hammond was distributed. It was noted that he had now left his position as West Devon Sector Inspector and had been replaced by Jon Perry with effect from 16 August

The effectiveness of the Police Authority Liaison meetings with the public had been reviewed and it had been found that topics discussed at these meetings were often local operational matters over which the Police Authority has no influence. To improve this situation, and to make best use of available resources, the liaison meetings will cease for the next year, to be replaced with three conferences (in central Devon, in north Devon and in Torbay). Further details to come about the conferences

4. Minutes of Previous Meeting

The minutes of 5 July were signed, having been approved at the previous meeting.

The minutes of 2 August were agreed as a true record and signed by the Chair

Date 4 October 2010

Signature of Chair

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

- 5.1 **Mobile Library Proposals (distributed at the previous meeting)** – Proposals affecting the Parish are to cease visiting Powder Mills Pottery and to increase the stop time outside Postbridge Stores. This would mean a 30 minute reduction in time in the Parish per month. Councillors agreed that these proposals were reasonable in the current circumstances
- 5.2 **DNPA Local Development Framework (distributed at the previous meeting)** – Councillors did not have any comments on site-specific issues
- 5.3 **Grass disposal licence** – Cliff had reminded Mike Druett that the Clerk required a copy of his grass disposal licence
- 5.4 **Hexworthy notice board** – Alison had asked Mike Gilbert if he could produce a scale drawing of the notice board without charge to the Council, who would do all the other necessary work to raise the Planning Application. It was learned at the meeting that the email had not been received
ACTION: Alison to re-send the email to another address for Mike Gilbert
- 5.5 **Bellever car park fees** – a letter of complaint had been sent to Steve Lees at the Forestry Commission. He had replied to say that the matter had been escalated to the national recreation team from whom a response is expected shortly
- 5.6 **Bus Stop Re-siting in Princetown** – DNPA and DCC were working together to move the bus stop in Two Bridges Road away from the front of Devonport House, where waiting passengers currently were affecting the residents' privacy. Agreement had been reached about who was responsible for what and the work would be carried out in the next few weeks. Passenger information and the official Stop sign will be mounted onto a nearby street light post. The residents who had requested the re-siting are being kept informed of progress

6. Play Area Development Group (Gary)

Councillor Philip Sanders had supported a grant of £3,500 towards the refurbishment project. The money was now in the Parish Council's bank account and he had been thanked for his efforts in proposing the grant

Other activity had ceased pending the outcome of the Government review of Playbuilder funding. A decision had been promised for the end of August but nothing had been received so far

Paul said that the road painting was almost complete and he was due to meet with Highways regarding signage

7. HMCA (Wendy S)

Wendy said that there had been more than 20 attendees at the meeting, including a big turnout of stakeholders.

The report from Francis Clarke (auditors) stated that HMCA was legally insolvent and Trustees would be held personally liable if they allowed the organisation to continue trading knowing it to be insolvent.

There were four options on the table:

- Close completely (no-one present at the HMCA meeting was in favour of this option)
- Close the hall space and continue only with the permanent tenants (i.e. library, surgery and Children's Centre)
- Recruit volunteers to help with bookings and funding applications
- Set up a new governing body to take HMCA's place

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A rent review was to be undertaken to bring the tenants' rents more into line with the market
The Duchy may take over the tenancies, but full knowledge of the liabilities would be needed before this could be decided

There would need to be a Extraordinary meeting of HMCA members if the decision was taken to cease trading

A public meeting for local residents (led by the Parish Council) would be needed to identify the level of support for setting up a new organisation to run the Centre

GDLEAF will pay HMCA an outstanding grant of £4,400 towards its utility bills

Generally, bookings are on the increase

8. Succession Planning

The Clerk had issued a discussion paper prior to the meeting.

Councillors felt that they needed more information about the Chair's and Vice-Chair's roles before discussion took place

ACTION: Clerk to ask Dave F to supply information on Chair's role

ACTION: Clerk to provide the latest electronic version of the Councillors' Handbook to all Councillors
[Post-Meeting Note: Handbook emailed 7 September]

9. Running Princetown Public Toilets

The Clerk distributed an update on the information being supplied by WDBC to enable the constituent costs of running the toilets to be understood. She said that much more work was needed before an in depth discussion could take place leading to an informed decision on whether or not to take over responsibility for the toilets. She said that, if the Parish Council did not step in, there was a risk that the toilets could be closed as part of WDBC's efforts to meet the cost reduction targets set by the Coalition Government

Several Councillors expressed the view that running public toilets was outside the Parish Council's remit. They asked that their views be minuted

A further update will be given at October's meeting

10. Repairs & Maintenance

10.1 **Postbridge Phone Kiosk** – Gerald Smerdon had volunteered to repaint the phone kiosk outside his shop. The Council will pay for materials

10.2 **Cemetery wall quote** – the work proposed is to carry out remedial and preventative work on all the trees in the wall running from the entrance to the bridle path. Specifically, this is:

- Consult Western Power with regard to earthing of low voltage power line in accordance with safety measures governing category one vicinity trees
- Erection of correct signage and cones
- Removal of two pine trees by stage reduction
- 50% reduction of all remaining beech trees
- Chip all resulting brash
- Supply all machine, fuel and labour, with use of biodegradable oils
- Removal of timber
- Leave site clean and tidy on completion

Estimated completion time is three days, weather permitting, and the quote given was for £850

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Budget net difference of spend over income was £299, latest forecast is £502, due to various small changes since April. This would almost cover the cost of the quote.

Gary asked if other quotes should be obtained. The Clerk explained that, in line with the Council's Standing Order, competitive quotes were only required for work over £1,000 in value

DECISION: It was agreed that this was a fair quote and should be accepted

11. Update on Highways Jobs

11.1 **New Jobs**

Residents are reporting near misses between vehicles exiting the service road behind the Post Office and Stores and vehicles exiting Bellever Close. Current signage is insufficient

11.2 **Existing Jobs**

The remaining drainage grids outside Princetown Post Office and Stores had now been repaired, but needed to be cleaned out

The flooding and erosion problems in Postbridge affecting Kit Lodge and other nearby properties had been found not to be a Highways matter. A "convenience drain", put in place when the properties were built, needed attention and this was the residents' responsibility. A reply to this effect had been sent to the resident who had raised the matter with the Council

Paul said that he would look at the ongoing problem of lack of visibility for traffic exiting Bellever Close onto Tavistock Road, brought about by vehicles being parked too close to the junction

11.3 **Other Matters**

Some of the grassy areas in Woodville Avenue are maintained by a local Committee set up to provide funding and keep the grass tidy. The Duchy is currently checking out who has responsibility for other areas

There is a lack of cats' eyes on the B3212 between Princetown and Dousland

ACTION: Paul to report the matter to the Clerk for Burrator Grouped Parish

12. Reports from Committees

12.1 **School (Wendy W)**

Wendy S reported that there had been more than 1,500 visitors to the Arts and Crafts event. The school will receive £1,650 as a result.

A three day Arts and Crafts event will take place between 27 and 29 October

12.2 **Playground (Cliff)**

Cliff said that he had removed the old post by the Tavistock Road entrance

Paul had installed a padlock on the equipment gate. Clerk to be given the remaining two keys

12.3 **Cemetery (Dave F)**

Nothing to report in Dave F's absence

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12.4 **Emergency Plan (David W)**

David said that he had seen Henry Melle, who had agreed to liaise with him on matters concerning the production of the Emergency Plan. A meeting will take place shortly

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

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

Next meetings are on 23 September and 2 December 2010

13.2 **Parish Planning Initiation (Clerk)**

The Clerk had attended a meeting with Jo Rumble (DNPA) and Martin Rich (Community Council of Devon) on 5 August to discuss initiation of the Parish Planning process.

A draft list of Stakeholder groups had been sent to Councillors (email 26 August) to provide a basis for discussion and agreement. Once that was completed, the aim was to invite a representative from each Stakeholder group to an inaugural meeting at which a Chair would be elected to lead production of the Plan.

Councillors provided suggestions for additions to the Stakeholder list

14. **Correspondence**

- 14.1 **Highways Winter Service** – DCC was in the process of reviewing its services, in the light of recent severe winter conditions. A draft letter, to be approved at the DCC Cabinet meeting on 8 September, had been sent out to Parish and Town Councils. The letter described the proposed levels of service, indicated where community self-help was to be encouraged and asked for help with a grit bin survey.

ACTION: Paul and Alison agreed to help with the survey for their wards when the paperwork arrived

There was also an invitation to an Extreme Events Conference on 28 September

ACTION: Clerk to make a booking for David W to attend

- 14.2 **Assessing Land for Designation** – Natural England has prepared a draft guidance that sets out how it will assess whether land is suitable for being designated as an Area of Outstanding Natural Beauty or a National Park. Parish Councils are statutory consultees for such guidance documents and have been asked to comment.

- 14.3 **Changes to Big Lottery Grant Funding** – The Structural Reform Plan for the Department of Culture, Media and Sports states that the policy direction is to aim grant funding at the voluntary and community sector. If this proceeds, many town and parish councils, which have delivered community projects with BLF funding in the past, could lose out, as would their residents and communities. Various organisations have been loud in their condemnation

ACTION: Clerk to respond to the consultation on behalf of the Parish Council

- 14.4 **Licensing Authority Consultation** – WDBC is carrying out the three yearly review of its policy on the sale and/or supply of alcohol, late night refreshment and regulated entertainment. Local communities are statutory consultees. The proposed policy is viewable online at www.westdevon.gov.uk. The deadline for comments on the policy is 17 October.

- 14.5 **DNPA Strategic Housing Land Availability Assessment** – the Park Authority is keen to ascertain if there are any suitable sites that have not previously been considered, or where circumstances have changed and a previously unsuitable site is now a possibility

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- 14.6 **Dartmoor Training Area Management Plan** – we are invited to comment on the draft Integrated Rural Management Plan
- 14.7 **Dartmoor Access Forum** – the Forum’s annual report for 2009 had been received. New members are being sought and notices will be posted around the Parish shortly
- 14.8 **DNPA Monthly Meeting** – calling papers had been received for the meeting on 3 September
- 14.9 **Dartmoor Way Survey** – a survey of views from users of the Way and from businesses on Dartmoor is being carried out, with a view to extending the Way to the south by incorporating South Brent, Ivybridge and Plymouth. The survey questionnaire can be accessed via www.ruraldevon.org
- 14.10 **DCC Public Meetings** – DCC is holding a series of local meetings to give residents the chance to have their say about what is important, given the current pressure on budgets
- 14.11 **Devon County Festival of Remembrance** – this will be held in the Princess Theatre, Torquay, on Thursday 11 November at 7 pm. Tickets are £8
- 14.12 **Nuclear Power Station Campaign** – Signatures are being sought for an Early Day Motion calling for a parliamentary and public enquiry into the need for more nuclear power stations
- 14.13 **Other Correspondence** – the following had been received:
- Devon Association of Local Councils annual report 2009/10
 - Royal Devon & Exeter NHS Foundation Trust newsletter August 2010
 - National Housing Federation booklet “Affordable Housing keeps villages alive”
 - Village Green magazine September
 - South Western Ambulance Service newsletter Summer

15. Financial Management

15.1 Summary for August

Payments made	Ref 487	Audit Commission fee	£141.00
	Ref 488	M J Williams – litter picking July	£50.27
Receipts			
Balance in bank 31 August			£3,154.08
To Receive	Ref 490	Santander dividend	£8.95
	Ref 491	Locality Budget play area grant	£3,500.00
To pay	Ref 492	WDBC – NNDR for cemetery	£42.00
	Ref 493	HMCA – fees for Hall hire	£50.00
	Ref 494	M J Druett – grass cutting	£435.00
	Ref 495	M J Williams – litter picking	£50.27
	Ref 496	High Moorland WI – Youth Challenge donation	£25.00

- 15.2 **Santander Dividend Payments** – After five years, the bank had refused to accept Santander’s cheque because the Clerk (the Council’s nominee) was the Payee. The Clerk had banked August’s dividend and a cheque for the requisite amount, drawn on the Clerk’s bank account, had been paid into the Parish Council’s account. Arrangements are being made to have future dividend payments made directly into the Council’s account

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16. Planning Applications

16.1 The following planning application correspondence was received in August

DNPA Ref. & Applic. Type	Description	Location	Comments
10/0413 Listed Building Consent	Internal alterations and refurbishment of existing windows	Tor Royal Princetown	With Councillors for comment
10/0385 Full PP	Erection of two semi-detached dwellings, one affordable and one market rate, plus access and garages	Land adjacent to The Villa, Plymouth Hill Princetown	Councillors' comments were: Concerned about visibility of vehicles exiting the properties Concerned about another affordable property that is out of step with the Housing Needs survey
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 Believer	Granted: Work to start within 3 years Roof of sun room and stable building to be covered in nailed slate All foul drainage water to be disposed of without risk to pure water sources
10/260 Full PP	Erection of 2.5kW wind turbine, 6.5m high, to provide power to the Activity Centre	Mine Cottages Princetown	Granted: Work to start within 3 years No trees or hedges to be removed Colour of rotor blades to be agreed before installation

16.2 **DNPA Development Management Committee** – calling papers for the meeting on 3 September had been received

17. Urgent Matters at the Chair's Discretion

17.1 **Crocus Planting Site** – thanks to a donation from Yelverton Rotary Club, there are crocus bulbs to be planted in the village
DECISION: It was agreed that the Duchy bank would be the site to show off the flowers to best advantage

18. Any Other Business

18.1 **Princetown Fete** –Wendy S reported that permission had been sought to park vehicles and erect stalls on the piazza in front of the Creativity Centre for the fete. She said that she was waiting for an apology from Integria on this matter

18.2 **Union Flag Incorrect** – the Chair of the Exeter Branch of the Royal Marines Association had visited Princetown and was disappointed to see that the union flag outside the Visitor Centre was flying upside down. He mentioned it in the Visitor Centre but was keen to ensure that this was enough to prevent a recurrence. Councillors were reassured by Les Parr, who had made the mistake, that it would not happen again

18.3 **Natwest Mobile Bank** – It was noted that the mobile service no longer visited the area

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- 18.4 **Dog Litter Complaint** – Paul and Cliff reported that the fourth dog bin had been erected, as planned, on the corner of Bellever Close, by the school. It was hoped that this would go some way to reducing the incidents of residents allowing their dogs to foul the play area, and thereby reduce the complaints
- 18.5 **Beating the Bounds** – Cliff reported that he, Mark Williams and Peter Cruise had walked 18 miles in 6.75 hours. This completes approximately one third of the distance. Councillors congratulated Cliff on the time taken to cover the mileage

PUBLIC SESSION

Nothing to report

Next Meeting

There being no further business, the meeting closed at 9.55 pm

The next Parish Council meeting will be at **7.30 pm on Monday 4 October 2010** in the **Forest Inn, Hexworthy**

Date 4 October 2010

Signature of Chair