

DARTMOOR FOREST PARISH COUNCIL

**Minutes of the Council meeting held on Monday 1 November 2010
in the Community Centre, Princetown at 7.30 pm**

Present

Princetown

Mr Cliff Palmer
Ms Sarah Ruffles
Mrs Wendy Stones
Mr Paul Turnbull
Mr David Worth

Postbridge

Mr Dave Fisher (Chair)
Mrs Wendy Watson

Hexworthy/Huccaby

Ms Alison Geen

Apologies

Princetown

Ms Emma Derham
Mr Gary Easton

Postbridge

None

Hexworthy/Huccaby

None

Absent without Apology

Princetown

None

Postbridge

None

Hexworthy/Huccaby

None

In Attendance

Councillor Philip Sanders (DCC)
PC Dave Pickles
PC Julian Fry (Youth Intervention Officer)
Rebecca Garrard (Youth Inclusion Support team)

Six 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 4 October
5.	Matters arising from the previous meeting and not on the Agenda
6.	Play area development
7.	HMCA
8.	Princetown Youth Club
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

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1. Apologies

There were apologies from Emma, whose son was born safely two weeks ago, and from Gary, who had business commitments

2. Declarations of Interest

Sarah checked her business interests sheets and signed a completed amendments form for the changes

David W declared an interest in the proposal for an access protection strip on Tavistock Road (see minute 11.1)

3. Report from Beat Manager (from PC Dave Pickles)

PC Fry introduced himself and said that, as part of the Crime Reduction Partnership, his role was to engage with young people on the edge of crime to reduce the risk of them becoming increasingly involved in crime. He said that he only deals with young people if he is contacted to do so. He will be around Princetown over the autumn period and invited residents to chat to him if they saw him.

Rebecca Garrard introduced herself as a member of the Youth Offending Team, which works to prevent young people from becoming involved with the Youth Justice system. She said that her specific role was to work with families to prevent siblings from being influenced by young people in the family who were associated with crime.

In answer to a question, PC Fry said that, due to pressure on the Partnership's resources, his work tends to be focussed on Colleges rather than small primary schools

PC Dave Pickles said that Andrew Paxman should be the first point of contact with regard to a community speed watch survey. He said that local residents needed to be canvassed to obtain volunteers to assist with the survey.

With regard to crime, Dave said that there had been eight local crimes reported in October, compared with seven in October 2009. Sheep stealing on a large scale is occurring in the Long Plantation area and a local press article had yielded some useful information

4. Minutes of Previous Meeting

The minutes of 4 October were agreed as a true record and signed by the Chair

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

5.1 **Extending the Princetown Conservation Area** – a letter had been sent to DNPA questioning the benefits that would accrue if the extension went ahead, and challenging the need for an extension at all. Copies of the letter sent to DNPA were distributed

5.2 **Bus Stop, Two Bridges Road** – Colin Hicks, the Highways Superintendent for the area, had agreed to transfer the bus stop to the street light at the head of the road leading to Lords' car park. This matter now, finally, seems to be moving in the right direction

6. Play Area Development Group (From Gary via the Clerk)

As a result of the Coalition Government's spending review, the remainder of the phase 2 funding for Playbuilder nationally had been reduced from £75m to £20.6m. DCC will receive £576,000 for the 14

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projects in Devon. We await a letter from DCC to say that funding has been topped up to £35k. The pre-contract meeting is to be held on 2 November with Steve Eastland Associates to present paperwork reassuring him that the grant will be spent wisely. Wendy Stones, the Clerk and Chris Jordan (contracts manager) will attend. If the meeting is successful the order for equipment can then be raised. It is understood that the spend deadline date remains as 31 March, but this will be contested if problems arise

Paul had spoken to South West Highways (Signs Division) about the signage required at the top of the play area and had received a quote for £155 (excluding VAT). The sign will be double sided and will be 0.6 square metres in area. The wording will be for the surgery, the Community Centre, the library and the play area

Decision – It was agreed that the sign should be purchased at the agreed price

7. HMCA (Wendy S)

The HMCA organisation will continue, for accounting purposes, until its financial year end on 31 March 2011. Gregg Manning is hopeful that the account will be in credit when the final handover is made.

A new committee is being formed to carry out the day to day running of the Centre. Membership will be between 12 and 18.

Audrey Vigni will continue to deal with bookings and raise invoices.

Proper management of keys is being put in place, including the maintenance of an accurate list of keyholders

The Clerk had sent an email to Chris Kingdon (one of the members of the new committee) regarding the use of Highways information to assist with care of the access road in bad weather. No reply had been received [**Post-meeting note:** the daily Highways report on road care is now being sent to Audrey Vigni]

8. Princetown Youth Club (Wendy S)

A new legal entity is being formed to run the Youth Club.

Outgoings last year totalled £3,880, against funds raised of £3,000.

News on funding bids is expected soon

The Club should be open in mid-December, catering for the 8 to 18 age range and with funding from POP (Princetown Opportunities for Play)

9. Running Princetown Public Toilets

Dave F and the Clerk had attended a meeting at WDBC with the Head of Environmental Services. The outcome was that the toilets may be considered for closure if finances are really tight. An offer to take over the cleaning costs alone could not be considered as this would have a detrimental impact on WDBC's existing cleaning contract. It was noted that West Devon Councillors would view favourably a donation from the Parish Council towards the running costs. It was not possible to raise the precept in one ward only. Any increase in the precept would be spread across all Council Tax payers.

If a donation was to be agreed, the precept would need to be raised to cover this. The impact on individual Council Tax payers would depend on the banding of the property in which they lived, and the agreed donation value, as shown in the table below:

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Property Band	Annual increase in precept to raise £5,000	Annual increase in precept to raise £10,000	Annual increase in precept to raise £18,700	Proportion of Band D
Band A	£ 9	£ 17	£ 32	0.67
Band B	£ 10	£ 20	£ 38	0.78
Band C	£ 12	£ 23	£ 43	0.89
Band D	£ 13	£ 26	£ 49	1.00
Band E	£ 16	£ 32	£ 59	1.22
Band F	£ 19	£ 38	£ 70	1.44
Band G	£ 22	£ 43	£ 81	1.67
Band H	£ 26	£ 52	£ 97	2.00
Tax base i.e. Number of Band D properties for which Council Tax is charged				385.17

For example, raising the precept by £10,000 would mean an extra £23 per year on the council tax for someone living in a band C property and raising the precept by £5,000 would mean an extra £9 per year on the council tax for someone living in a band A property (see grey boxes above)

There was a discussion about the need for a donation, with several Councillors expressing the view that it was not the Parish Council's responsibility to run public toilets. The Clerk explained that, some years ago, as part of a cost cutting exercise, DNPA had handed over responsibility to WDBC for the operation and maintenance of the Princetown toilets. Many Parish Councils, for example, Bere Alston, were already responsible for running their public toilets. Since there is no statutory requirement for the operation and maintenance of toilets, there is no rule as to which organisation should be responsible

It was suggested that local businesses should contribute to the costs, since they benefit most because tourists are the main users of the facilities

Wendy S expressed a concern about health, safety and hygiene if the toilets were to be closed

The motion that the Parish Council should make a donation towards the operation and maintenance of the public toilets in Princetown was put to the vote. One Councillor voted against the motion. The other six Councillors voted for the motion, on the condition that the donation did not exceed £5,000 [**Post-meeting note:** one Councillor subsequently withdrew their support]

Action: Clerk to write to the Head of Environmental Services at WDBC informing her of the Parish Council's decision

10. Repairs & Maintenance

- 10.1 **Cemetery wall** - the work has been completed. A quote for re-instatement of fallen stones in the wall will now be obtained
- 10.2 **Disused notice board, Tavistock Road** – it was agreed that the metal posts should remain and should be painted when the weather allows, pending the installation of the new board
- 10.3 **War memorial** – some of the granite setts around the memorial are working loose. Quote to be obtained

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11. Update on Highways Jobs

11.1 **New Jobs**

Access Protection Strip – **David W declared an interest**

A strip is needed outside a residence on the Tavistock Road in Princetown, and Highways can put this in place for a fee of £40

ACTION: Clerk to arrange via Colin Hicks in Highways and to ask the resident for a contribution towards the cost

11.2 **Existing Jobs**

The pothole at Dunnabridge had been repaired

11.3 **Other Matters**

Chris Cranston, Highways, had been asked to clarify the calculation of resident numbers to fulfil the criterion for inclusion on the secondary network

An Officer at DCC had indicated that the Parish Council's request on the recent audit return for two additional grit bins for Princetown and Saddlesbridge would not be actioned. Philip Sanders had been asked if he would be willing to fund three additional grit bins, to which he had agreed, and had confirmed that Highways would service the new bins.

Action: Location references for the new bins to be given to Highways and to Sonia Burgess (DCC) to facilitate the transfer of funds for the purchase

A letter of thanks had been sent to Colin Hicks, Superintendent for the area, for the recent resurfacing work carried out on Tavistock Road, Princetown

12. Reports from Committees

12.1 **School (Wendy W)**

Wendy said that she was now a Community Governor and no longer Chair of the Governing Body

12.2 **Playground (Cliff)**

Cliff said that some of the swing seats were worn and needed to be replaced

Action: Clerk to obtain quote

12.3 **Cemetery (Dave F)**

Dave said that the contractor had left several piles of brash in the cemetery to compensate for habitat lost/disturbed by the tree works. This was recommended good practice

12.4 **Emergency Plan (David W)**

Nothing to report

13. Reports from Meetings with Other Groups

13.1 **Southern Parishes Link Committee**

Minutes had been received from the meeting held on 23 September.

The next meeting is on Thursday 2 December

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13.2 Empowering Communities (DALC)

Wendy S and the Clerk had attended the conference on 15 October in Okehampton. Whilst this had provided an opportunity to network with other Councils, the content of the conference was not of real relevance to Dartmoor Forest at this point in time

14. Correspondence

- 14.1 **Spending Cuts Announcements** – Papers had been received from DALC and from the Department for Communities and Local Government giving summaries of the content of the spending review announcements. It was noted that Parish Council precepts were not frozen
- 14.2 **Remembrance Service** – this will be held on Sunday 14 November. Those in the parade are asked to assemble in the usual place by 10.35 am for a 10.50 start. There has been no notification thus far of the order in which the organisations will march in the parade
- 14.3 **DNPA Monthly Meeting** – calling papers had been received for the meeting on 5 November. Under the heading of “Review of National Park Governance” it was noted that the Government wishes to retain independent National Park Authorities and that they should continue to be the Planning Authorities for their areas
- 14.4 **DNPA Meeting Invitation** – the Authority had extended an invitation to Parish and Town Councils for a meeting on 16 November to discuss the options and priorities for managing the Authority’s finances, given the Government cuts in grants. The meeting will start at 6.45 pm and finish at 9.00 pm. Alison and David W volunteered to attend [**Post-meeting note:** Alison was unable to attend due to a subsequent commitment clash]
- 14.5 **TASS Services** – paperwork had been received for Tavistock Area Support Services, including Beginners’ IT training
- 14.6 **Rock Salt Supplies** – WDBC had sourced a supplier of rock salt
- 14.7 **NHS Devon** – there is a national programme in progress to bring healthcare closer to patients’ homes. In some cases this will mean transferring NHS staff to alternative providers. Papers have been received that provided more detail about the process
- 14.8 **Other Correspondence** – the following had been received:
- Senior Council for Devon – October newsletter
 - West Devon service users’ guide. A supply of guides to be obtained

15. Financial Management

15.1 Summary for October

Payments made	Ref 499	DALC – Clerk’s attendance at AGM	£15.00
	Ref 500	Duchy – 2 nd half-year rent	£29.38
	Ref 501	M J Williams – litter picking	£50.27
	Ref 502	Paul Turnbull – padlock for play area gate and road paint for the Community Centre access road	£54.86
Receipts	Ref 497	WDBC – 2 nd half-year precept	£3,750
	Ref 498	WDBC – correction to precept	£112.50
Balance in bank 30 October			£9,773.75

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To Receive			
To pay	Ref 503	Clerk's 1st half-year pay and expenses	£1,125.28
	Ref 504	DALC - attendance at conference	£35.25
	Ref 505	WDBC - dog bin emptying	£95.32
	Ref 506	M Druett - grasscutting Princetown September	£145.00
	Ref 507	M J Williams - litter picking October	£50.27
	Ref 508	W Stones - re-imburement for poppy wreath	£20.00
	Ref 509	N Smerdon – 5 x grass cuts in cemetery	£600.00
	Ref 510	Tavistock annual Ring 'n' Ride donation	£40.00
	Ref 511	CAB annual donation	£60.00
	Ref 512	N Thurlow – cemetery tree works	£850.00
	Ref 513	M Druett - grasscutting Princetown September	£145.00

16. Planning Applications

16.1 The following planning application correspondence was received in October

DNPA Ref. & Applic. Type	Description	Location	Comments
10/0499 Change of use	Siting of temporary stockman's dwelling	Land at Blackdown Piper Farm Widecombe	This application is for an adjacent Parish, but there are implications for Dartmoor Forest residents and the Council has written a letter of objection on their behalf: <ul style="list-style-type: none"> • Stockman is to be a local person, so no dwelling required • Sewage and run off will be a problem • The dwelling will be visually intrusive
10/0474 Full PP	New dwelling, demolishing the old dwelling to create parking and turning area	Sunnymead Postbridge	Not supported. It is not considered to be in keeping with the site. The new building could easily be accommodated on the footprint of the old building. Parking and turning is easily achieved on land already available to the property. There are concerns already over sewage disposal as the existing reed bed filtration system is not maintained, leading to sewage reaching the nearby watercourse, which flows into the East Dart river
10/0472 Change of use	Change of use to C1/C3 (dwelling/guest house)	Tor Royal Farm Princetown	This is supported by the Council
10/0439 Full PP	Replacement of existing metal framed windows with glass block window	"B" Wing HMP Dartmoor	This is supported by the Council
10/0436 Full PP	New covered silage clamp and adjoining cattle building	Prince Hall Farm Princetown	This is supported by the Council
10/0413 Listed Building Consent	Internal alterations and refurbishment of existing windows	Tor Royal Princetown	Granted: Work to start within 3 years Details of refurbishment to doors of the royal suite to be agreed before work is carried out Details of refurbishment of dining room, sitting room, offices, billiard room and bedroom 1 to be agreed before work is carried out

16.2 **Plymouth Hill New Properties** – this proposed development (DNPA ref. 10/0385) had been the subject of a minor change, with the porch being replaced with a canopy

16.3 **Tor Royal** – a request for a tour of the refurbished building had been made

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- 16.4 **DNPA Development Management Committee** – calling papers for the meeting on 5 November had been received
- 16.5 **New DNPA Director of Planning** – Stephen Belli, had written to introduce himself and to say that he would be pleased to attend a Parish Council meeting
Action: an invitation to January’s meeting to be extended to Mr Belli

17. **Urgent Matters at the Chair’s Discretion**

- 17.1 The latest dog litter bin is still not being serviced
Action: Clerk to escalate with WDBC
- 17.2 The Beacon bus from Tavistock to Princetown and onward to Yelverton is unreliable, and frequently does not arrive at all. Councillor Sanders said that similar complaints had been made by other parishes regarding Beacon services and that he would take up the matter with the appropriate Officer at DCC [**Post-meeting note:** the bus number in question is 98]

18. **Any Other Business**

Nothing to report

PUBLIC SESSION

1. It was noted that residents’ expectations will be that the Council Tax will not increase for the year 2001/12. There may be some resistance to the small increase to facilitate the donation to WDBC for Princetown public toilets
2. Councillor Sanders reported that WDBC’s income from car parks had dropped considerably due to, for example, reduced car usage as part of “green” initiatives. He said that the Borough Council is currently debating the issue, and an early increase in parking fees is one possible outcome
3. Councillor Sanders reported that, on 15 November, DCC would start a consultation exercise on the proposed introduction of parking meters in Tavistock
4. Councillor Sanders said that DNPA’s new Director of Planning, Steven Belli, had recently attended a meeting of Burrator Group Parish Council and he agreed with Dartmoor Forest’s decision to extend an invitation to Mr Belli

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 December 2010** in the **Community Centre, Princetown**

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