

DARTMOOR FOREST PARISH COUNCIL

**Minutes of the Council meeting held on Monday 13 December 2010
in the Community Centre, Princetown at 7.30 pm**

Present

Princetown

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

Postbridge

Mr Dave Fisher (Chair)

Hexworthy/Huccaby

Ms Alison Geen

Apologies

Princetown

Mr Gary Easton
Ms Sarah Ruffles

Postbridge

Mrs Wendy Watson

Hexworthy/Huccaby

None

Absent without Apology

Princetown

None

Postbridge

None

Hexworthy/Huccaby

None

In Attendance

Councillor Philip Sanders (DCC)
PCSO Mark Canvin
Henry Melle (Fire & Rescue)

There were no members of the public present

This meeting had been scheduled originally for 6 December, but was postponed due to bad weather

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
5.	To accept the minutes of the meeting held on 1 November
6.	Matters arising from the previous meeting and not on the Agenda
7.	Play area development
8.	HMCA
9.	Princetown Youth Club
10.	Running Princetown public toilets
11.	Repairs & maintenance
12.	Update on Highways jobs
13.	Reports from Committees
14.	Reports from meetings with other groups
15.	Correspondence
16.	Financial management
17.	Planning applications
18.	Urgent matters at the Chair's discretion
19.	Any other business

Date 10 January 2011

Signature of Chair

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1. **Apologies**

There were apologies from Gary, Sarah and Wendy W

Tom Stratton had sent an apology as he was unable to attend on the re-arranged date

2. **Declarations of Interest**

There were no interests to declare

3. **Report from Beat Manager**

PC Pickles had spoken to the Clerk and reported that the restructuring of resources as part of the cutbacks meant that he would be less often able to attend Council meetings

ACTION: Clerk to send a letter to the Chief Inspector, with a copy to Sergeant Dave Anning, expressing concern at the potential impact of withdrawal of police resource on the beat

PCSO Mark Canvin joined the meeting

Mark reported that there had been a series of small fires in the school playground. He had spoken to Governors at the school, who were nervous about the insurance implications if damage occurred. One possibility would be to close the school grounds out of hours, but this was likely to be unpopular. Mark said that he had spoken to Neighbourhood Watch and to dog walkers asking them to be vigilant when they were out in the village and to report any problems immediately to the Police Help Desk.

Mark said that he had concerns about the Community Centre as the ease with which the roof could be accessed made it a magnet for young people to climb and there had been damage to tiles and lightning conductor strapping. Repeated damage to the building that went unrepaired would simply turn the Centre into a target for yet more damage. Mark was advised to talk to Graham Chubb, who is a member of the new Committee running the Centre. Once again, Mark urged everyone to be vigilant.

Notwithstanding these matters, Mark said that the year had seen a low level of crime generally, with bus shelters escaping damage, and the reconstitution of the Youth Club reducing the potential for young people to act anti-socially

4. **Report from Fire & Rescue**

Members of the team had been into the school to talk to the children about the dangers of starting fires.

There had not been any dramatic cuts in the service so far. One factor is that the station has salary employed staff.

Six new 4 x 4 vehicles are to be purchased. One of these will be for Princetown and will replace the co-responder van

Parked vehicles are no longer impeding entry/exit in Station Road

5. **Minutes of Previous Meeting**

It was noted that Andrew Paxman should have been minuted as Sergeant Andrew Paxman.

Subject to this change, the minutes of 1 November were agreed as a true record and signed by the Chair

Date 10 January 2011	Signature of Chair

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

- 6.1 **Bus Stop, Two Bridges Road** – The bus stop has now been moved further down the road and waiting passengers no longer stand in front of Devonport House
- 6.2 **Beacon Bus Service** – Councillor Sanders had reported the problems with the number 98 service to DCC and the situation was being monitored. Councillor Sanders had asked that residents continued to report problems, giving date and time to assist with investigation of incidents. Reports can be given/sent to Councillor Sanders, the Clerk or directly to Devon County Council
- 6.3 **Dog Bin Servicing** – it was noted that the fourth dog bin was now being emptied regularly
- 6.4 **Invitation to Next Meeting** – an invitation to the January Council meeting had been extended to Stephen Belli, DNPA's new Director of Planning and he had accepted

7. Play Area Development Group

A Letter of Intent had been sent to Sutcliffe to enable the equipment to be ordered. Chris Jordan was clearing one or two contractual points and a formal order would then be placed. Sutcliffe were aware of the weather difficulties and will be allowing plenty of time to complete the work in the new year to ensure completion by 31 March. The roundabout and the climbing tower need to be removed before Sutcliffe can start work

ACTION: Paul volunteered to organise removal of the redundant equipment

Paul had now erected the new sign in the top corner of the play area

The Clerk had given preliminary information about further play area funding requirements to the organisation responsible for managing the Greater Dartmoor Local Enterprise Action Fund (GD LEAF). The next step will be to answer a more detailed questionnaire designed to establish whether our requirements meet the fund's criteria and an application can be made

8. HMCA (Wendy S/David W)

Gregg Manning had asked the Clerk to deal with DCC in the matter of funding to repair the library window, broken by a stone thrown up during grass cutting. The Clerk was given a copy invoice, as the window had been repaired and HMCA had paid for the work. Upon presenting the invoice to DCC the Clerk was told that this did not relate to the library window, the repair of which had already been funded by DCC. This matter is now considered to be closed

Moira Andrews, the library Area Manager, would like to meet the new Committee to update them on the current challenges facing the library services

The new committee is not yet fully committed, although Graham Chubb is said to be "on the ball". The Duchy is keen for the committee to get started and may fund some small jobs in the interim

9. Princetown Youth Club (Wendy S)

At a meeting on 22 November Wendy was voted in as Chair of the new committee running the Club. Karen Vass is the secretary and Heather Stanley is the treasurer. The next meeting will be on 21 December.

The rent has been paid to the Duchy from the young people's own fund.

The Youth Challenge clashed with the carol service, which needs to be avoided in future years

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10. Running Princetown Public Toilets

The Clerk had written to the Head of Environmental Services at WDBC to inform her of the Council's offer of £5,000 towards the cost of managing the toilets. This offer will be put to the Environment and Community Committee at their next meeting on 18 January 2011. The Committee's decision will be communicated to the Clerk before the precept submission deadline of 28 January.

WDBC had asked for a meeting to talk further about the funding situation, and a date of 17 December had been set. The Chair and the Clerk will attend the meeting [**Post-meeting note**: the bad weather forced the postponement of the meeting, which was rescheduled for 11 January]

It was noted that, in a briefing for the Dartmoor Forum meeting it was stated that the Authority would no longer donate to the upkeep and operation of public toilets "in settlements" such as Princetown. Funding will continue for facilities used by visitors to dedicated Park facilities, such as those at Postbridge.

11. Repairs & Maintenance

- 11.1 **Cemetery wall** - A quote for re-instatement of fallen stones in the wall had been requested
- 11.2 **War memorial** – DNPA's Conservation Team had been asked to quote for repair of the loose granite setts
- 11.3 **Pavement parking in Princetown** – a resident had suggested that the wide pavement between Station Road and the old Vicarage should be changed to make the pavement narrower and provide a lay-by for parking, thereby removing the need for vehicles to park on the pavement.
DECISION: The Council rejected this proposal

12. Update on Highways Jobs

12.1 **New Jobs**

- Loose coping stones on Hexworthy Bridge
- Blocked drain/ditches on the road to Sherberton. Highways to be informed that a local farmer is willing to take away the spoil on a trailer to prevent it from being washed back again

12.2 **Existing Jobs**

Access Protection Strip on Tavistock Road – a request had been made to Colin Hicks and a reply was awaited

12.3 **Other Matters**

Secondary Network Criteria - Chris Cranston, Highways, had been asked to clarify the calculation of resident numbers to fulfil the criterion for inclusion on the secondary network. He had confirmed that numbers had been taken from the electoral register

Grit Bins – The location of the proposed additional bin in Princetown had been refused because it would be on the primary salting network, which is not allowed. A location in Bellever had been chosen instead. The order has been placed for the three bins

Daily Winter Service Reports – two examples of the daily report produced by Highways were passed around for information. The Clerk sends a copy of this report to Audrey Vigni immediately it is received to provide guidance for the likely conditions on the Community Centre access road

Date 10 January 2011	Signature of Chair

13. Reports from Committees

13.1 **School (Wendy W)**

Nothing to report in Wendy W's absence

13.2 **Playground (Cliff)**

Cliff had inspected the play area and had not found any problems

13.3 **Cemetery (Dave F)**

Nothing to report

13.4 **Emergency Plan (David W)**

David had attended the winter/snow warden training session at Tiverton on 2 December

He said that the session had addressed the clearing of snow and ice from pavements and public spaces.

The suggestion was that communities should apply self-help to the problem, by designating someone to act as snow warden and by assembling a team of volunteers who would clear the snow/ice. It was stressed that those people involved in doing this work would be covered by Devon County Council's insurance. Whilst the scheme was not compulsory, those who chose to do it would be given direct access to Highways, rather than leaving a message.

DECISION: David W said that he would recommend that the scheme is adopted, but he emphasised that this would be a community initiative and not owned by the Parish Council. It was agreed that a snow warden and a team of volunteers should be sought

14. Reports from Meetings with Other Groups

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

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

The meeting on Thursday 2 December had been cancelled due to bad weather

14.2 **National Park Parish Council Conference (David W)**

The conference was held on 16 November.

The impact of the spending review would be that the Authority's funding would be cut by 30% over the next four years. There are, at present, 134 full-time equivalent posts in the Authority and the cuts meant that this number would need to be reduced by 39. There is a consultation on 10 December to discuss priorities.

With regard to planning, it was stated at the conference that approximately 92% of planning applications were successful. Parish Councils were encouraged to attend the annual planning workshops held by the Authority. They were also encouraged to assist with the enforcement process by bringing infringements to the attention of the Authority's Officers

The Clerk said that the Authority is responding to comments made at last year's Parish Planning Conference and is seeking information on any improvements that might help to cut planning costs. A copy of the questionnaire was given to Councillors to enable answers to be collated at the January meeting. Responses will be analysed and the results will be shared with Parish Councils at the next conference, which is in February 2011

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15. Correspondence

- 15.1 **National Park Forum** – Notes from the meeting held on 26 November had been received. It was noted that, in addition to the 5% cut in the current financial year, Defra had indicated that the Authority should prepare for a further 30% cut over the next four years. This amounts to £1.4m
- 15.2 **Sand & Sandbag requests** – the annual offer of assistance from WDBC had been received
- 15.3 **DNPA Monthly Meeting** – calling papers had been received for the meeting on 3 December.
- 15.4 **DNPA Personal Information Security** – A policy document had been received. This is for general reference and does not require any action
- 15.5 **Kingdon House Community Association** – The Association is seeking input from potential users of the Hall to inform planning for upgrading the facilities
- 15.6 **NE Dartmoor Community Land Trust** – The Trust is seeking potential sites for self-build projects of affordable homes
- 15.7 **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 had been received that provided more detail about the process
- 15.8 **Other Correspondence** – the following had also been received:
- Village Green – December edition
 - Junk Mail – Issue 5
 - Youth News – November and December editions
 - Community Safety Partnership – October edition

16. Financial Management

16.1 Summary for November

Payments made	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
Receipts			
Balance in bank 30 November			£6,607.63
To Receive	Ref 514	Santander dividend	£8.31
	Ref 518	Community War Graves donation	£18.00
To pay	Ref 515	M J Williams - litter picking November	£50.27
	Ref 516	DNPA – Hexworthy notice board application fee	£85.00
	Ref 517	SW Highways – Play Area signage	£182.13

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16.2 **Thank You Letters** – Letters of thanks had been received from the Tavistock Ring and Ride service and the Tavistock CAB

16.3 **Budget Management -**

The budget management information as at 30 November was reviewed. The current position showed an overspend of £1,000. This is almost entirely accounted for by:

- £340 from this year's budget for money spent on play area related work
- £750 from this year's budget for tree works in the cemetery

The forecast balance at the end of the current financial year is £2,538

[Post-meeting note: Fees from a funeral to be held on 11 January would increase the end-of-year balance to £2,766]

16.4 **Precept 2011/12 -**

WDBC had confirmed that the precept base (i.e. number of Band D equivalents) would remain at last year's figure, which was 385.17

The basis on which next year's budget had been drawn up, was to cut discretionary spend to allow for any increases in mandatory items such as insurance, thereby leaving the balance at the end of the next financial year virtually unchanged. The donation towards the cost of running Princetown toilets was not shown on the first draft of the precept document, but, when added, would not impact the end of year balance as it would be a straight in-and-out transaction

17. Planning Applications

17.1 The following planning application correspondence was received in November

DNPA Ref. & Applic. Type	Description	Location	Comments
10/0565 Full PP	Extensions to existing agricultural building	Runnage Farm Postbridge	Supported
10/0543 Full PP	Provision of external platform lift and associated remodelling to create DDA compliant access	Dartmoor Training Centre Two Bridges	Granted: Work to start within 3 years External cladding to match existing
10/0499 Change of use	Siting of temporary stockman's dwelling	Land at Blackdown Piper Farm Widecombe	Refused: Detrimental visual impact on character and appearance of the historic landscape in this part of the National Park
10/0474 Full PP	New dwelling, demolishing the old dwelling to create parking and turning area	Sunnymead Postbridge	Withdrawn at applicant's request
10/0472 Change of use	Change of use to C1/C3 (dwelling/guest house)	Tor Royal Farm Princetown	Granted: Findings of bat mitigation survey to be strictly followed Parking spaces to be made available before bedrooms are occupied Parking spaces not to be formally delineated

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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	Refused: Use of the new access would interfere with traffic on the main road Insufficient frontage to provide sufficient visibility of emerging vehicles Likely to increase pedestrian traffic in a place where footways are inadequate
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- 17.2 **DNPA Development Management Committee** – calling papers for the meeting on 3 December had been received

18. **Urgent Matters at the Chair's Discretion**

- 18.1 **Princetown Station Road Confusion** – Sarah Ruffles had asked for the Council's opinion on a recent incident where emergency services were confused by the fact that there were two "Station Roads" in Princetown. It was noted that a similar incident had occurred some years previously and a door-to-door poll of residents' views on changing one of the names had clearly indicated "no change". In view of this, the Council proposed not to take any action
- 18.2 **Viability of Creativity Centre** – Councillors were concerned about the future viability of the Centre in the current financial climate
ACTION: Clerk to ask DCC Officer to attend a Council meeting
[POST MEETING NOTE: Karen Bridgford is an Officer in DCC's Regeneration Team and her reply to the Clerk's request was as follows:
"Although the Centre, like many businesses, is facing some difficulties with the current economic climate, I can reassure you that the Centre continues to support new start creative businesses and is steadily putting itself on the map, especially within the textiles arena & through its changing Gallery programme. We are actively seeking new approaches with our operator, Integria Solutions, to make links with other arts and supporting organisations to grow the Centre's appeal and this will continue in the year ahead. I hope this reassures your Members but please contact me if you require anything further"]
- 18.3 **Street lights switch-off** – Some, but not all, Councillors indicated that they would wish to take part in a pilot to reduce the hours when street lights are switched on
ACTION: Clerk to make enquiries about inclusion in the pilot

19. **Any Other Business**

- 19.1 The Clerk distributed Council meeting dates for 2011 and asked for comments before the next meeting

PUBLIC SESSION

Councillor Sanders was asked to enquire into the reason for WDBC arrears collection figures no longer being sent to Parish Councils

Next Meeting

There being no further business, the meeting closed at 9.50 pm

The next Parish Council meeting will be at **7.30 pm on Monday 10 January 2011** in the **Community Centre, Princetown**

Date 10 January 2011	Signature of Chair