

DARTMOOR FOREST PARISH COUNCIL
Council meeting to be held on Monday 14 April 2014
in the Community Centre, Princetown at 7.30 pm

Present:**Princetown Ward**

David Worth
Emma Derham
Cliff Palmer
Jackie Gee
Wendy Stones

Postbridge Ward

Wendy Watson
Val Greatrex

Hexworthy/Huccaby Ward

Alison Geen

Apologies:

Paul Turnbull
Gregg Manning

There was one member of the public present.

1. Apologies

Paul Turnbull has a standing apology for Monday meetings. Gregg Manning is unable to attend on this occasion.

2. Declarations of interest.

All Councillors have verified their current register of interests which will now be posted on the website. Alison Geen declared an interest for Agenda Item 9.

3. Minutes of the previous meeting

The minutes of 11 March were agreed as a true record and signed by the Chair.

4. Routine Agenda Items covered on the Councillors Briefing Notes.**4.1 Police Report.**

The new police organisation came into force on 1 April. PCSO Mark Canvin remains in his existing role. The Neighbourhood Beat Manager posts have been amalgamated to provide one Beat Manager in Tavistock (PC Cath Veale) and one in Okehampton (PC Dave Pickles). The Beat Managers' role is described as 'problem solving'. Each response shift has a PC nominated to Tavistock Rural East (Roborough to Warren House Inn), but response duties will be their priority. A detailed briefing has been provided by Insp Andy Oliver and the Police and Crime Commissioner has issued a new Police and Crime Plan at: [Revised Police and Crime Plan](#) with a summary at: [Summary Police and Crime Plan](#).

4.2 A theft from cars parked on the moor has struck early this year. The Police have responded by starting the seasonal moor watch campaign.

4.3 The police are investigating the possible poisoning of cats in Burrator Road.

4.4 Mark Canvin has been liaising with DNPA on low cost options to prevent 'doughnutting' in the Princetown car park, but a DNPA final decision is awaited.

4.5 Alison Geen commented that a car that had broken down near Prince Hall with 'Police Aware' tape on it had been left so long it had been subjected to vandalism and then an arson attack.

4.6 Repairs & maintenance

David Worth reported a Princetown resident has offered to re-varnish the Princetown Noticeboard if the Council provide him a tin of varnish. It was agreed David will purchase it for him.

4.7 Update on Highways jobs

4.8 Western Power Distribution work has commenced on the Dousland road.

4.9 There is still a problem with standing water accumulating in areas on the road between the prison quarry and the Rundlestone T junction. The drain pipe to the east is clear but the adverse camber results in water collecting on the west side. There is no obvious source for the water other than rainfall as the prison leat is dry and the two nearby streams down the hill have clear culverts.

4.10 A drain has collapsed by the Postbridge Village Hall car park and the ensuing water is holding up restoration work. Val will report the defect on the Devon County Council website.

4.11 Princetown Community Centre

4.12 The roof has been repaired.

4.13 There will be an Easter Egg Hunt at PCC on April 20th at 1000.

4.14 CAB will cease coming to Princetown at the end of March. Residents can still contact them at Kingdom House Tavistock.

4.15 Wendy Stones attended lengthy meetings with PCC and Pre-School on 27 March and 7 April over non-payment of utility bills. The Pre-School, which keeps the French doors open throughout its session, has increased its opening hours from 3 hours (0900-1200) to 8 hours (0900-1700). Consequently the Pre-School incurred proportionately higher utility costs, which they are challenging. At the first meeting it had been decided to re-examine the PCC utility charging policy covering: the area used by tenants; hours in building; footfall; and the heating temperature in used areas. However, no agreement was reached at the second meeting. Councillors agreed this was not DFPC business but Wendy would continue to monitor the position.

4.16 Pavilion Youth Club

4.17 Wendy Stones attended a meeting at the PYC on 23rd March. We now have two young people on-board the committee; Tom Worth (16) and Bryony Campbell (16) who will provide input from club members.

4.18 Bids for grants have been placed with "Sports Relief" and "The People's Health Lottery".

4.19 A part-time Youth Worker has been appointed on a Thursday evening for the "eleven plus" group. Most of the evening will be spent cooking and eating the end product. The Princetown Charity Shop has donated money for a dish washer and the Rotary Club of Yelverton has donated money for a small freezer.

4.20 A fair is being organized by the youth; to be held on July 13th.

4.21 Play Area RoSPA Inspection.

The Clerk & Cllr Cliff Palmer inspected the Play Area on 28 March to determine whether a RoSPA inspection was merited. Prior to this the Clerk researched previous RoSPA reports on

the Play Area to determine the type of issues raised in the past. Much of the equipment is new and some is still under warranty. On completion, the Clerk and Cllr Palmer concluded a RoSPA inspection was not required this year. Specific items of note were:

4.22 There were no mechanical defects or hazards identified on the new equipment.

4.23 The larger cycle ramp had a number of loose coach bolts with missing nuts, but the structure is stable and there is no immediate hazard. The missing nuts and washers will be fitted as soon as practicable.

4.24 The climbing frame has 2 or 3 pieces of wood that are beginning to rot. There is no immediate hazard but the wood will need replacing in due course.

4.25 A concrete block was protruding from the smoothed soil heap. This should be broken up and covered with turf.

4.26 A granite fencepost and adjacent block have been in one corner of the Play Area for several years and might pose a tripping hazard. These have not been picked up in previous RoSPA inspections and are therefore safe to remain.

4.27 The rocking horse has no protective underskirt and the surrounding tiles edges have opened up slightly. These issues were raised in the 2007 RoSPA report as medium risk and were accepted at the time.

4.28 Broken glass is sometimes found by the wall bordering Tavistock Road. This is well away from the play equipment and is cleared by the litter picker.

4.29 **School.**

The school has broken for Easter. There is nothing to report.

4.30 **Cemetery.**

Val Greatrex had a good check around the cemetery and apart from another section of the external wall beginning to bulge a little (tree roots are the cause) everything seems fine. Her husband painted the benches and empties the bin – all looks peaceful and tranquil. There is an old grave with the cross having been laid down across it because it was dangerous. Dave Fisher organised this several years ago. Nothing has been said about re-instating the cross and no-one has complained as far as she knows.

4.31 **Website.**

4.32 The website has been published at www.dartmoorforestpc.net although there is still information to be uploaded. Weebly fees have been paid for 2 years in advance to secure a 32% discount. The Clerk will approach local businesses for chargeable website links and business adverts in the next few weeks.

4.33 Each Councillor will provide a photograph for the website.

4.34 **Emergency Planning Sub-Group.**

4.35 David Worth reported the worst of the winter weather has passed with only the danger of a few late frosts left to come.

4.36 The Parish does need to bear in mind that the facility we have to store our salt supply in a Duchy of Cornwall garage is only temporary. David has spoken to the Duchy and they confirm there is no immediate likelihood of them 'evicting' us in the near future, however in the long term we will have to consider other arrangements.

4.37 Parish Plan Sub-Group.

Nothing to report.

4.38 Parking Sub-Group.

See the agenda item on the Traffic Regulation Order for Tavistock Road.

4.39 Princetown Toilets Sub-Group.

The Clerk has received an email from Ally Kohler saying she has not forgotten the issue. She received the figures she wanted from WDBC last week and needs to consult others in Parke before making a decision. She hopes to have a decision by the end of April.

4.40 Reports from Other Meetings.

The Clerk met with Tom Stratton of the Duchy on 2 April.

4.41 Combined grass cutting contract. The Duchy agreed to adopt the DFPC specification and DFPC will lead on inviting tenders.

4.42 Beardown Farm Unauthorised Chalet. Duchy and Tenant talks with DNPA for modifications to enable the building to remain as an agricultural store stalled some time ago. The Duchy will re-issue proposals to DNPA in an attempt to re-invigorate discussions.

4.43 Ownership of the un-adopted track at Hexworthy. The track is owned by the Duchy; however, there is no statutory right of vehicle access. In turn, there is no obligation for the Duchy to maintain the track. The Duchy is content for residents to maintain the track at their own expense.

4.44 Planning Applications.

The current status of planning applications is shown in the table below:

Status	DNPA Ref. & Applic. Type	Description	Location	Comments
New	14/0202 FPP	Erection of roof over existing dung storage area	Beardown Farm, Princetown PL20 6SR	With Councillors for comment
New	14/0184 FPP	Erection of roof over existing dung storage area	Waldrons Farm, Prison Farm South Princetown	With Councillors for comment
New	14/0169 FPP	Single & 2 story side extensions, rear terrace and extension of outbuilding to form car port	Dartlands Hexworthy	With Councillors for comment
New	14/0163 FPP	Remove conditions 5&6 of 0551/08 to keep existing car park entrance Postbridge Village Hall	Village Hall Postbridge	With Councillors for comment The Clerk is the formal applicant on behalf of Village Hall Committee
Approved	14/0086 14/0085 14/0084 FPP	Erection of Finger Posts for pedestrian marking in Princetown by Old Police Station, Car Park & Bus Shelter	DNPA Parke	Supported by DFPC
Refused	14/0065 Full PP	Installation of ground-mounted solar panels	Peat Cot Cottage, Peat Cot, Princetown	Would introduce a harmful urbanising development detrimental to the visual amenity and landscape character of this upland moorland landscape.
With DNPA	13/0581 Full PP	Conversion of former Methodist chapel to form three open market dwellings, incorporating new access onto highway	Wesley House Two Bridges Road Princetown	Supported by the Parish Council, but with reservations about displaced parking in the immediate vicinity

Outstanding planning matters

Status	DNPA Ref. & Applic. Type	Description	Location	Comments
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Status	DNPA Ref. & Applic. Type	Description	Location	Comments
Refused	0164/07 Retrospective	Unauthorised Chalet at Beardown Farm	Two Bridges	Removal ordered by 12 Aug 08 after unsuccessful appeal. Awaiting Duchy action (see above)

4.45 Correspondence

4.46 **South West Water** plans to invest £54million on a new high-tech water treatment works in North Plymouth to serve Plymouth and the surrounding areas.

4.47 **Policy Consultation on the Transparency Code.** The Local Audit and Accountability Act 2014 sets out a new audit framework for local councils with an annual turnover not exceeding £25,000 to be exempt from routine external audit. Instead they will be subject to new transparency requirements. The Code will not replace or supersede the existing legal framework for access to public information and may include an expenditure threshold for specific items. The consultation document asks:

- Whether the code should be mandatory for Parish Councils and Parish meetings.
- Whether authorities should publish the required information online.
- How much additional staff time and cost will be involved for authorities in publishing the required data online.

Responses are required by 22 April. The full consultation document can be downloaded at: <https://www.gov.uk/government/consultations/draft-transparency-code-for-parish-councils>.

4.48 **The Eighth Annual Dartmoor Classic Sportive** will be on Sunday 22 June and will pass through Dartmoor Forest Parish between 0800 and 1800. There will be approximately 1,800 cyclists on the “Medio” route and a further 1,200 cyclists on “Grande” route. Both routes go through Hexworthy, Princetown and Postbridge.

4.49 Ken Robertson, the organiser, has been invited by the Clerk to talk to DFPC on 9 June about the event.

4.50 **The Tour of Britain** will also return to Dartmoor Forest on Thursday 11 September. The race will start in Exmouth and finish in Exeter, will cover around 106 miles and go through Budleigh Salterton, Woodbury, Topsham, Exminster, Starcross, Chudleigh, Bovey Tracey, Haytor, Widecombe in the Moor, Princetown, Tavistock, Okehampton, Coplestone, and Crediton. The organisers will issue a detailed map in the near future.

4.51 **Kim Russell is concerned** about kerbside weeds getting rampant in the residential side roads, particularly Barack Road and Fern Terrace (with mono-block road surface). Kim has contacted DCC Highways who “*encourage communities to pull weeds out rather than spraying them*”. Wendy Stones has been advised this is not a possible community activity for the youth group, as they could not engage in an organised activity on a highway. The Clerk will report back to Kim Russell.

4.52 **GRANTS** – A mass of Grant Schemes are advertising at the start of the Financial Year, mostly with tight deadlines and caps with a first-come-first-served policy. Those that have forwarded details to the Clerk were briefed to the Councillors (copy on website). David Worth questioned whether there would be scope to find funding to refurbish the bowling green and build a skate park. The Clerk will investigate.

4.53 **Playmapp.co.uk** is creating a website which aims to list all the playgrounds in the UK. The creator is a mother of two young children, who has found it difficult to locate playgrounds when away from home and feels they are such a valuable resource that there needs to be a website parents can go to find a playground. The Clerk will forward details of the Princetown Play Area.

4.54 **There is a new Devon Remembers website** www.devonremembers.info to provide links to fascinating research material, news updates on projects and events, and invites local schools and groups to share First World War commemorative projects they are involved in.

4.55 **WDBC Strategic Plan** setting out a vision, long term priorities and planning policies is being developed. The Plan will be supported and informed by partner and community plans, helping WDBC run and commission services in a more effective way. Key evidence gathered over the last year will be used, including how many new homes we need to plan for and what sites might be suitable for development. Parish Councils are seen as vital in helping to shape and develop the WDBC Plan.

5. **Grass Cutting Contracting Strategy.**

5.1 The Duchy has agreed to join DFPC in a combined contract. DNPA are still considering their position. To facilitate meeting DFPC's main aim, the Clerk has proposed the DNPA funded area could be reduced to the area adjacent to the High Moorland Visitors Centre at 10 cuts per season and around the car park at 5 cuts.

5.2 The Invitation To Tender advertisement was published on 10 April in the Tavistock Times Gazette and was worded to cater for whatever DNPA decides. It was agreed the Clerk could distribute the detailed Invitation To Tender on these terms.

6. **Defibrillator.**

6.1 DFPC has 8 places for defibrillator training: Alison Geen with 4 Hexworthy residents, the Clerk, one senior staff member from Two Bridges Hotel and potentially one from Prince Hall Hotel. Venue and date to be decided.

6.2 The Duchy will contact the existing lease holder seeking consent to mount the defibrillator on the Forest Inn. However, relations are strained and the Duchy would prefer the installation to wait until June at the earliest.

6.3 Alternative sites were discussed and it was agreed that Wendy Watson would approach Gerald Smerdon about possibly using the Postbridge Stores; Alison Geen would enquire whether any Hexworthy residents would be willing to provide an electricity supply to a post mounted option; and the Clerk would investigate the costs of armoured cabling and whether a solar panel and wind turbine array was an acceptable charging option.

7. **Standing Orders.**

7.1 The Traffic Order situation has highlighted DFPC has no means of taking decisions outside monthly meetings other than calling an extraordinary meeting which requires 3 clear days' notice etc. The Clerk had previously circulated draft Standing Orders that gave a range of delegations to a new Emergency Committee and to the Clerk to act on behalf of the Parish Council in various scenarios. It was also proposed the Parking Sub-Group was upgraded to the Parking Committee and given specific delegations to negotiate for the Princetown Traffic Order.

7.2 After discussion the draft Standing Orders were agreed subject to the Parking Committee delegations being generalised rather than Traffic Order specific; and the Clerk having delegated authority to appoint additional Councillors to Committees when required.

8. Public Library.

8.1 With the decline in traditional book lending and rise of online and e-reader technologies, the Arts Council England has published what it believes a modern library service should offer. DCC interprets this as 'Devon Centres' offering a broader range of services for communities. This, coupled with a need save a further £1.5M by 2017, is making DCC reconsider Devon's library service. The 3 busiest libraries have been upgraded to Devon Centres and the Council is proposing a further 19 which collectively account for nearly 80% total library usage. These are Cullompton, Newton Abbot, Exeter, Barnstaple, Crediton, Dawlish, Honiton, Ilfracombe, Ivybridge, Kingsbridge, Okehampton, Seaton, Sidmouth, South Molton, **Tavistock**, Teignmouth, Tiverton and Torrington.

8.2 DCC is seeking views on the other 28 libraries that serve smaller communities and/or are close to Devon Centres. This includes Princetown. DCC is espousing no single model but the examples quoted are of communities or charities taking over libraries, usually in a multi-activity location. The draft consultation paper is online at:

http://www.devon.gov.uk/index/councildemocracy/decision_making/cma/cma_report.htm?cmadoc=report_sc1417.html.

8.3 In discussion it was felt there was unlikely to be a problem finding volunteers to man a community library but finding funds to pay for rates, utilities and other fees could be difficult. The Council was frustrated that the consultation paper was very vague and the Clerk was actioned to find out specific details about Princetown Library's costs, usage and the level of support DCC was willing to continue to provide, such as the online booking system and book replacement.

8.4 Several possible options to save the library were raised and discussed. It was agreed to form a new Library Sub-Group with Wendy Stone, Emma Derham and Jackie Gee to research options, assess their viability and report back to the Council.

9. Postbridge Village Hall Sign Post

9.1 (Alison Geen declared an interest and played no part in the discussion or decision making.) The base of the Postbridge Village Hall signpost is rotting. The Village Hall Committee has a quote from Anton Coaker for a new post of £150 inc VAT; with labour for erection at £100. The committee also wish to buy a new swinging sign at £350 inc VAT. The Parish Council agreed to make a donation of £400, which had been budgeted in the precept.

10. Traffic Regulation Order.

10.1 The Clerk reported that Cllr Sanders has confirmed that he has discovered DCC did not take forward the promised Traffic Order for Tavistock Road. Cllr Sanders is endeavouring to kick start the project again but at a meeting with highways engineers on 11 April he had been advised parking meters would be DCC's preferred option. Engineers believed a limited waiting period would not work in Princetown as word would get around that there was no frequent or regular traffic enforcement. Parking meters would not need planning permission and would cost around £3,000 to install. DCC did not recommend an experimental traffic order, but it is unclear why.

10.2 A chronology of assurances DFPC had received in the past compiled by David Worth and a précis of the Traffic Regulation Order process prepared by the Clerk had been circulated prior to the meeting. The Clerk had also booked an appointment for DFPC with Geoffrey Cox MP at 1215 on 3 May.

10.3 After discussion it was agreed:

10.3.1 The Parish risked losing the Post Office and shops at Princetown if passing and local trade could not park for short periods outside. This was being prevented by inconsiderate all day parking, predominantly by visitors who see this stretch of road as a free alternative to the DNPA car park.

10.3.2 Parking meters were not a welcome option for Princetown.

10.3.3 David Worth was appointed to join Gregg Manning and Paul Turnbull on the Parking Committee.

10.3.4 The Clerk was to arrange a meeting for the Parking Committee with DCC highways engineers before the Geoffrey Cox MP meeting.

[Post Meeting Note: Jo Rundle of DNPA has taken the lead by organising a DNPA/DFPC/DCC site meeting on 30 April]

10.3.5 Improved signposting to the £1 all day car park was needed.

10.3.6 David Worth was to prepare a petition to collect signatures in the Post Office and other shops and from residents including Postbridge and Hexworthy.

10.3.7 David Worth was to seek letters from traders supporting the proposed Traffic Order.

10.3.8 The Clerk was to research options to put before Geoffrey Cox MP, potentially including a draft Parliamentary Question and proposed amendment to the Localism Act to enable tourism centric Parishes to become a competent authority for micro traffic regulation schemes.

10.3.9 The Clerk was to research why proposals made a few years ago for a residents parking scheme had been dropped.

10.3.10 The Clerk was to research whether a Councillor or Princetown resident could be qualified to enforce a traffic order.

10.3.11 The Clerk was to research the regulations about placing signboards on the pavement.

10.3.12 The Parking Committee would represent the Council at the meeting with Geoffrey Cox MP.

10.3.13 Cllr Sanders would be kept informed of all planned actions and invited to meetings as appropriate.

11. Financial Management.

	Ref	Details	Amount £
Payments last month	746	Diane Malley - half-year payroll fee	20.25
	747	Duchy half yearly rental	36.00
	748	A Jaques – litter picking	53.65
	749	Planning application fee for Postbridge Village Hall	97.50
	750	C Palmer –Expenses – Play Area wood repairs.	9.42
Receipts last month		Nil	0.00
Balance in bank 25 Mar			21151.92

Planned payments this month	751	WDBC - first half cemetery rates	62.82
	752	Ann Inman - wages	801.00
	753	HMRC - Clerk's PAYE	200.20
	754	WDBC – Dog bin emptying	64.90
	755	Nigel Tigwell - Clerk's Pay	337.17
	756	Nigel Tigwell - Administration Expenses	276.77
	757	DALC - New Clerks' Training Course	30.00

	758	A Jaques – litter picking	53.65
	759	DALC – Annual Subscription	221.13
	760	Tavistock Newspapers – Grass cutting tender advert	37.92
Planned receipts this month		Precept & Council Tax Support Grant	8679.50
		Southern Link funding	600.00
Notes:			
1. M Druett's payments for grass cutting for April and May will increase by 2.7% in line with RPI.			
2. WDBC proposes amending the rules for TAP funding following a DCC audit. This would mean that in future payment of TAP funds would be made retrospectively on written confirmation from lead town/parish that the project is completed or near completion, with flexibility to pay upfront or in instalments with suitable proofs if this is crucial to delivery of project. Cllr Philip Sanders has questioned this approach. The Clerk will monitor the debate.			
3. The Government has approved measures for electronic banking for local councils. There are detailed requirements that the Clerk has not had time to go through in detail. DFPC will be updated in due course.			

12. **Any Other Business.**

13. Jackie Gee reported that residents in Plymouth Hill had been complaining about the noise pollution from the new biomass boiler at the rear of the Visitors Centre. DNPA has provided assurances that improved sound insulation would be fitted and the vent closest to the gardens would be closed off. Jackie would continue to monitor progress on behalf of the Council.

14. Wendy Stones reported the WI organised walk for Sports Relief had raised £160.31.

15. David Worth commented that DFPC has no policy on retirement gifts for Councillors or employees. It was felt there was no need to develop a policy and any gifts would be at the discretion of the Councillors of the day.

16. The guest speaker for the May meeting was planned to be Jo Rumble talking about planned new DNPA Projects. However, owing to the amount of information she now believes it more appropriate to hold a specific event in the newly refurbished visitor centre for Councillors, local businesses, community organisations and the public. This will be on 8th of May, starting 1730 for 1800.

17. Wendy Stones requested all Councillors from Princetown Ward tell her when they are going away on holiday to avoid planning application documents sitting on doormats and missing deadlines.

18. **Next Meeting.** The next Parish Council meeting will be held at 1930 on TUESDAY 13 MAY 2014 in the Community Centre, Princetown. This will be the ANNUAL PARISH COUNCIL MEETING that will include electing the Chair(s) for the coming year. There will be no guest speaker. Alison Geen will start the meeting in the chair.

List of Sub-Groups and Special Interests

Parking Committee	Gregg Manning, Paul Turnbull and David Worth
Parish Emergency Sub-Group	Cliff Palmer, Paul Turnbull and David Worth
Parish Plan Sub-Group	Alison Geen, Val Greatrex and Wendy Stones
Play Area Sub-Group	Emma Derham and Cliff Palmer
Princetown Toilets Sub-Group	Paul Turnbull and Wendy Stones
Website Sub-Group	Gregg Manning and David Worth
Postbridge Village Hall – Special Interest	Val Greatrex
Princetown Community Centre - Special Interest	Jackie Gee and Wendy Stones
Princetown Primary School - Special Interest	Wendy Watson
Southern Link - Special Interest	Paul Turnbull
Youth Club - Special Interest	Jackie Gee and Wendy Stones