

# Dartmoor Forest Parish Council



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2<sup>nd</sup> July 2023

## Minutes for the Council Meeting on 27<sup>th</sup> June 2023 in Princetown Community Centre

Present:

<b>Hexworthy/Huccaby Ward:</b> Cllr Alison Geen	<b>Princetown Ward:</b> Cllr Stephen Butterworth	1 Vacancy Cllr Mark Williams** Cllr Hannah Wood
<b>Postbridge Ward:</b> Cllr Julian Greatrex Cllr Wendy Watson	Cllr Gary Easton Cllr Gregg Manning *	* Chair ** Vice Chair

Abbreviations used: **DFPC:** Dartmoor Forest Parish Council, **DCC:** Devon County Council,  
**DNPA:** Dartmoor National Park Authority, **DoC:** Duchy of Cornwall,  
**PCSO:** Police Community Support Officer, **PCC:** Parochial Church Council  
**PCMF:** Princetown Churchyard Maintenance Fund **WDBC:** West Devon Borough Council,

**Cllr Manning chaired the meeting**

### **Annual Parish Council Meeting at 7.30pm**

**Cllr Manning chaired the meeting**

There were 3 members of the public present, including Cllr Mark Renders WDBC.

- 1. Apologies –** Cllr Byrom
- 2. Declarations of interest –** Cllr Geen declared a potential interest with regard to planning applications, having become aware that she may be approached to supply granite or timber for the building whilst attending a site visit. She requested a dispensation in writing prior to the meeting. Council agreed to grant the dispensation to allow Cllr Geen to participate in discussions regarding planning applications in which she may subsequently be approached to supply building materials, but not to vote on such matters. The dispensation was granted for a period of four years, ending 26<sup>th</sup> June 2027.
- 3. Acceptance of minutes -** As previously circulated, for meeting on 23<sup>rd</sup> May 2023 Council resolved to approve the minutes which were signed by Cllr Manning
- 4. Urgent decisions since last meeting –** none
- 5. Co-option of Councillor to fill remaining vacancy in Princetown Ward –** Charmaine Clarke-Major was invited to give a brief introduction. Council then voted to co-opt her to fill the vacancy and Charmaine completed the Acceptance of Office form and has the Notification of Interests form to complete before the next meeting. Cllr Clarke-Major joined the meeting.

25<sup>th</sup> July 2023

Signature of Chair



6. **Proposal to hold Pony Sale in Princetown** – Charlotte Faulkner, Chair of Dartmoor Hill Pony Association attended and gave a short presentation on the proposed plan to hold a Pony Sale in Princetown in the Autumn, in addition to the Chagford sale. She stated that Princetown was considered due to its location, road network, 4g connectivity and has previously held the sale (although back in 1956). Councillors raised a number of concerns; about vehicular access to Jubilee Field and space for parking, and weather/ground conditions in late October. However, in general Council felt that this could be a positive event for the community once these issues were addressed and asked Charlotte to keep Council informed, via the Clerk, of developments going forwards. Cllr Manning suggested that a small working party could be set up to assist in the running of the event. Cllr Easton suggested that it might warrant a public meeting, to inform and gain the support of the local community. Action: No further action required at this stage. Charlotte Faulkner to keep Clerk up to date with developments.

**Cllr Geen and Cllr Watson declared they could both have a disclosable pecuniary interest should the pony sale go ahead in Princetown and would therefore would refrain from voting on this item.**

7. **Governance Documents and Policy Review** – Clerk gave a brief update on progress. Amended documents will be uploaded to the website once all reviews are complete. See Briefing Notes Appendix 2. Action: Final documents to be reviewed before next meeting.
8. **20's Plenty** – Council considered this campaign and were keen to support the reduction of speed in built up areas. See Briefing Notes Appendix 3. Action: Cllr Clarke-Major agreed to attend the webinar and report back to the next meeting, when Council will agree actions to be taken.
9. **Parking issues (Princetown)-**  
 a) Residents Parking – As raised at the April meeting by Cllr Williams, Council was asked to consider options for resolving the issue of residents not being able to park on their roads due to visitors parking there instead of the car park.  
 Cllr Williams stated that while parking is a real issue for some residents, he felt that it may not be the right time to try to implement a residents parking scheme, given the costs of implementing, monitoring/policing of a scheme. Council agreed to take no further action on this matter, but to review the situation as necessary in the future. This led to a conversation on the wider issue of people parking across dropped curbs, close to junctions and causing obstruction by narrowing the road.
10. **1<sup>st</sup> PUBLIC SESSION** - Residents are invited to give their views and question the Parish Council on agenda items, or raise issues for future consideration  
 a) Cllr Mark Renders gave a brief update on the recent elections and changes in personnel holding office at WDBC and DNPA.

**11. Residents' issues or concerns –**

- a) Parking on/near dropped curbs preventing people with mobility scooters, pushchairs, guide dog users etc from accessing the pavement. A resident has raised the issue stating that this is almost always a problem on the corner of the pavement at the Prince of Wales. Action: Clerk to request additional visits from PCOS/Traffic Officers to monitor such parking and those raised in item 9a.
- b) Noise complaint from resident – Cllr Manning read a statement concerning a complaint received from a resident regarding excessive noise from a neighbour. Council recognised the sensitive nature of the complaint and were concerned not to make the situation worse.

Council is unable to take action itself but agreed to support the complainant and offer advice on possible course of action they might take to get the issue resolved. Action: Clerk to respond to the complainant.

12. **Planning – [Search for an application | Dartmoor Council](#) considered the following application**

**[0235/23](#)** at The Forest Inn, The Forest Inn, Hexworthy, PL20 6SD

Cllr Geen and Cllr Wood recently attended the site and gave a brief report to Council, suggesting that Council approve the application. Council then voted and agreed to recommend approval of this application. Action: Clerk to respond to DNPA.

13. **Donation to Around and About** – Council considered a request for a donation of £75 towards the cost of producing Around and About. Councillors agreed to make the donation on this occasion, but wanted for more information regarding the number of copies distributed within Princetown, the cost of producing them etc before agreeing to make donations in the future. Cllr Wood proposed, seconded by Cllr Easton that Council make the donation this year. Council then voted in agreement. Action: Clerk to contact the editor make them aware that more information would be needed before future donations are made.

14. **Financial management** - see Financial Report for details  
Payments approved by Cllr Manning and Cllr Geen with payments to be made by BACS transfer on the 3<sup>rd</sup> August.

Ref	Chq No	Payee & Details	Amount
1652	0	Jackie Bennetts - Clerk Pay	£ 363.15
1653	0	Jackie Bennetts - Clerks Expenses - Paint, Trolley, Hi-Viz, ID Lanyard, A4 envelopes	£ 93.23
1654	0	David Cole - Lengthsman Pay	£ 528.00
1655	0	David Cole - Expenses - fuel	£ 40.00
1656	0	Josh Cook - Litter Picker fee	£ 44.00
1657	0	HMRC - Clerk tax	£ 90.80
1658	0	Donation to Around & About	£ 75.00
			£ 1,234.18

15. **2022/23 Annual Governance and Accountability Return.** Clerk presented the documents and explained the audit process for the benefit of new Councillors. See Briefing Notes Appendix 4.
- Council to received and noted the report from Internal Auditor.
  - Council approved the Annual Governance Statement, which was then signed by Cllr Manning and Clerk.
  - Council considered and approved the Bank Reconciliation, Variance Analysis and Accounting Statement. Cllr Manning then signed the Accounting Statement.
  - Council approved the rights of public to view accounts.

Action: Clerk to submit AGAR documentation and post notices on website and noticeboard.

16. **Garage No's 15 & 18 Bellever Close** – Due to No15 having no roof Council felt unable to sign the agreement. Action: Clerk to contact DoC to see if another garage could be made available.
17. **Updates on correspondence/ actions from previous meetings -**
- a) Noticeboards
    - i. Hexworthy - Cllr Geen reported she had a small number of local businesses who might contribute to the cost of replacing the noticeboard. However, the owner of the land where the noticeboard is currently sited wants to flatten the ground to provide more parking and has suggested it may be possible to put the noticeboard on the external wall of the Forest Inn. Action: Cllr Geen to continue to liaise with land owner and potential sponsors.
    - ii. Postbridge Cllr Watson reported that refurbishment is ongoing
  - b) Natural England plans to reduce levels of stock on Dartmoor – Cllr Geen explained that David Fursdon has been appointed Chair of the review panel. She asked that the item remains on the agenda for the next meeting.
  - c) Princetown Benches – Clerk updated on the situation, stating that it had been difficult to obtain any confirmation from the Prison about when the benches would be back in the village, despite e-mailing and telephoning over recent weeks. Having been informed by email at the end of November 2022 that the benches were complete but could not be put back in place until the ground temperature increases, it appears that only one of the benches is complete. The other two are yet to be completed. Cllr Easton asked if anyone had contacts within the prison who could be contacted. Cllr Wood stated that had a contact who might be able to shed some light. Cllr Manning suggested that if it is not possible to gain any certainty about their return a letter should be sent to the Prison to try to get the matter resolved and the benches re-instated on the Green. Action: Clerk to continue to contact the Prison regularly to get the benches out of the workshop.
18. **Reports from Committees, Sub Groups and Special Interests:**
- a) Play Park Inspections & Action Plan – Cllr Wood reported that inspections had been completed and nothing to report. Lengthsman is up to date with actions identified in the action plan, but has identified that a wooden fence post needs replacing in the fence just above the Community Centre. Next actions are to place slabs in the entrance and in front of the lower bench.
  - b) Tidy Princetown Session – Cllr Williams reported that the sessions are making a difference, although it would be good to get other people involved. It was noted that the next date coincides with the Dartmoor Classic cycle race.
  - c) Princetown 'Pots & Plants' – Cllr Williams reported that the plants have been well received and that the DoC and other businesses had also put pots and plants around the village.
  - d) Speedwatch – Cllr Manning reported that he is currently short of volunteers but the sessions continue.
  - e) Princetown Churchyard Maintenance Fund – Cllr Williams reported that the Facebook page had raised the profile and donations had started to come in. The sessions are making good progress and the Churchyard is looking much tidier. He has recently put in an application for funding to support this work and to also enhance other areas of the village.

19. **2<sup>nd</sup> PUBLIC SESSION** - Residents are invited to give their views and question the Parish Council on agenda items, or raise issues for future consideration
20. **Exchange of information** -  
Round table discussion for any matters to be shared for information or to request they are put on agenda for next meeting

Cllr Easton mentioned that the wild flowers which had been planted by the school children on the land opposite the Prison were being eaten by sheep, which get into the area.

Cllr Manning and Cllr Williams requested that Claremont House be put on the agenda for July meeting. Building is in a state of disrepair and looks unsightly.

21. **Date of next 'Tidy Princetown'** - 10am until 11am - Sunday 2nd July 2023.  
Meet outside Post Office.
22. **Date of next meeting** - 1930 on 25<sup>th</sup> July 2023  
Princetown Community Centre

**Meeting Closed 2135.**