

# Dartmoor Forest Parish Council



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28th July 2023

## Minutes for the Council Meeting on 25<sup>th</sup> July 2023

in Princetown Community Centre Present:

|   |                             |
|---|-----------------------------|
| <b>Hexworthy/Huccaby Ward: Princetown Ward:</b> |                             |
|   | Cllr Emma Byrom             |
| <b>Postbridge Ward:</b>                         | Cllr Mark Williams**        |
| Cllr Julian Greatrex                            | Cllr Charmaine Clarke-Major |
| Cllr Wendy Watson                               | Cllr Gary Easton            |
|   | * 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 Williams chaired the meeting**

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

- 1. Apologies** – Cllr Manning, Cllr Geen (Absent: Cllr Butterworth, Cllr Wood)
- 2. Declarations of interest** – none
- 3. Acceptance of minutes** - As previously circulated, for meeting on 27<sup>th</sup> June 2023 Council resolved to approve the minutes which were signed by Cllr Williams.
- 4. Urgent decisions since last meeting** – none
- 5. Governance Documents and Policy Review** – Review of progress to date. Clerk reported that all documents had now been reviewed and that amendments would be made before publishing the documents on the [website](http://www.dartmoorforestparishcouncil.gov.uk). Action: Clerk to update and publish.

Cllr Geen reviewed the Financial Regulations and suggested that a minimum of four Councillors should be included on the Lloyds Bank mandate to sign cheques and access online banking to approve the payments. Cllr Easton volunteered to join Cllrs Geen, Manning and Byrom. Action: Clerk to send Lloyds Mandate Change form to Cllr Easton.

Cllr Geen also volunteered to conduct a bank reconciliation each quarter.



Clerk requested that going forwards Policy documents to be reviewed throughout the year, rather than doing all at the same time. Council agreed as this would distribute the workload better. Action: Clerk to schedule policy review over the next 12 months.

6. **20's Plenty** – Council considered and discussed whether to support this campaign. Cllr Clarke-Major gave a brief summary of the webinar she attended and proposed Council agree to support the campaign, seconded by Cllr Byrom, agreed by all.

Council agreed to support the *20's Plenty for Devon* campaign and will undertake to:

- Call on Devon County Council to implement 20mph in Princetown, Postbridge, Hexworthy, and Believer;
- Write to Devon County Council to request 20mph speed limits on streets throughout Devon where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit.

See [Briefing Note](#) & [Appendix 2](#) for more details and report from Cllr Clarke-Major. Action: Clerk to email DCC, cc Totnes Town Council

7. **Dartmeet Cattlegrid Fencing Repairs** - Council has been approached to support Widecombe Parish Council, Rob Steemson DNPA Ranger and local farmer in asking DCC Highways to make necessary repairs to the fencing to prevent livestock getting onto the road. See [Briefing Notes Appendix 3](#). Cllr Easton proposed, seconded by Cllr Watson and agreed by all, to send email to DCC requesting they make the necessary repairs. Action: Clerk to email DCC.
8. **Parking issues (Princetown)**- Standing item to cover issues arising since the last meeting. Cllr Clarke-Major reported that she had seen and spoken to the Parking Officer, who was making more regular visits to Princetown. Clerk reminded all that anyone can report defective road markings, missing signs, pot holes etc on the [WDBC website](#).
9. **Residents' issues or concerns –**
- a) **Claremont House** – Cllr Manning raised concerns prior to the meeting that the building is in a state of disrepair, looks unsightly and front window is cracked and therefore potentially unsafe. See [Briefing Notes Appendix 4](#)
- Council considered what action might be taken to get property owner to make necessary improvements. Cllr Easton was concerned not to single out one property/owner when there are other buildings in the village which are unsightly/in disrepair. Council agreed to put the item forward to August meeting when Cllr Manning would be in attendance, as he had raised the concerns.
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 – none.
11. **Planning –** [Search for an application | Dartmoor 0235/23](#) at The Forest Inn, The Forest Inn, Hexworthy, PL20 6SD, which Council had previously supported, has been withdrawn

Council discussed the following applications.

[0280/23](#) Application at The Bearas, Hexworthy, PL20 6SD, Cllrs Geen, Greatrex and

Easton attended a site visit on Friday 21<sup>st</sup> July and gave a verbal report, recommending Council approve the application. Proposed by Cllr Easton, seconded by Cllr Clarke-Major, voted by all to recommend support of application.

[0288/23](#) Application at Ring of Bells, Hexworthy, PL20 6SD. Cllr Greatrex and Easton conducted a site visit on Friday 21<sup>st</sup> July and gave a verbal report, recommending support of the application providing that the building has an Agricultural Occupation Condition applied to the property. Proposed Cllr Easton, seconded by Cllr Greatrex, voted by all to recommend approval subject to there being an Agricultural Occupation Condition applied to the property.

[23/0045](#) Tree Conservation Consultation Letter - Application at Jubilee Field, PL20 6XQ. Cllr Easton and Cllr Williams visited the site on 6<sup>th</sup> July 2023 and gave a verbal report recommending approval of the application. Cllr Easton proposed, seconded by Cllr Greatrex and agreed by all.

[23/0048](#) Tree Conservation Consultation Letter - Application at 1 Plymouth Hill, PL20 6QG. Cllr Greatrex and Cllr Williams visited the site on 22<sup>nd</sup> July 2023 and made a verbal report recommending approval of the application. Proposed by Cllr Greatrex, seconded by Cllr Clarke-Major, agreed by all, with the exception of Cllr Easton who abstained, declaring that he is friends with the applicant.

Action: Clerk to respond to DNPA Planning.

## 12. Financial management – see [Financial Report](#) for details

### a) Payments approved by Cllr Byrom and Cllr Easton

| Ref  | Chq No | Payee & Details  | Amount     | BACS amount |
|------|--------|--|------------|-------------|
| 1660 | 0      | Jackie Bennetts - Clerk Pay                                    | £ 726.15   | £ 771.63    |
| 1661 | 0      | Jackie Bennetts - Clerks Expenses Gloves & Bags, Dog Poo signs | £ 45.48    |             |
| 1662 | 0      | David Cole - Lengthsman Pay                                    | £ 528.00   | £ 593.00    |
| 1663 | 0      | David Cole - Expenses - fuel                                   | £ 65.00    |             |
| 1664 | 0      | Jake Cook - Litter Picker fee                                  | £ 44.00    |             |
| 1665 | 0      | JS Trees - Postbridge Cemetery Tree Work                       | £ 365.00   |             |
| 1666 | 0      | Cllr Mark Williams - purchase of plants                        | £ 22.95    |             |
| 1667 | 0      | Don Agnew - Invoice for Internal Audit 2022-23                 | £ 50.00    |             |
|      |        |  | £ 1,846.58 |             |

## 13. Natural England Proposed Stock Reduction on Dartmoor- Held over from last meeting to allow Cllr Geen to update on the review process and for Council to consider and agree on any action to be taken.

## 14. Garage No's 13 & 18 Bellever Close – Cllr Easton proposed that Council sign the tenancy at will agreement issued by DoC, seconded by Cllr Byrom and voted by all. Clerk signed

document, witnessed by Cllr Williams. Action: Clerk to return signed document to DoC and David Cole to arrange to move Council equipment into No 13 & 18 as soon as possible.

**15. Updates on correspondence/ actions from previous meetings -** See 'Briefing Notes' for updates regarding matters listed below, and ongoing matters being dealt with.

- a) Noticeboards – Hexworthy and Postbridge – Clerk reported that work is ongoing to raise funds for Hexworthy replacement and discussions are ongoing regarding the placement of it on the wall of the Forest Inn.
- b) Hexworthy Telephone box refurbishment – is now complete and there is a press release drafted giving some of the history of the telephone box and the work done to refurbish it. Clerk also mentioned that the door has been repaired on the Princetown BT phone box and the BT phone box at Rundlestone has been cleaned recently.
- c) Princetown Benches – Clerk gave update on the ongoing situation. The Prison has stated that the benches should be ready for collection in the 1<sup>st</sup> week in August.

**16. Reports from Committees, Sub Groups and Special Interests:**

- a) Play Park Inspections and Action Plan – Dave Cole has replaced a wooden cross beam and fence post. Cllr Williams has undertaken weekly inspections and reports that the tyre-swing tyre is perished and will need replacing at some point.
- b) Tidy Princetown Session – last session was cancelled due to the Dartmoor Classic cycle race taking place that day. Clerk requested some before/after photos for social media.
- c) Princetown 'Pots & Plants' – There is £8.20 remaining of the grant received from WDBC. Pots and plants are looking good and have been positively received.
- d) Princetown Churchyard Maintenance Fund – Cllr Williams reported that donations have been received and more sessions were planned in the coming weeks. A compost bin has been created and people were very positive about the work being undertaken to tidy the Churchyard.

**Cllr Byrom left the meeting.**

**17. 2<sup>nd</sup> PUBLIC SESSION -**

- a) Resident reported that a vehicle has been seen driving over the grass island at Woodville Avenue, causing rutting and a vehicle has also been seen outside the Community Centre on the footpath leading to the football pitch car park.

**18. Exchange of information -**

Cllr Clarke-Major requested that she 'shadow' a Councillor on a planning visit in the future.

Cllr Watson raised concern over the Nat West branch in Tavistock closing at the end of October, leading to increasing difficulties for residents who do not have access to online banking and/or poor internet provision. Action: Clerk to put on agenda for August.

Cllr Watson raised a query regarding the Cherry Brook no longer being a hotel. Do they need to apply to DNPA Planning for 'change of use'? Action: Clerk to make enquiries and to put on agenda to August as necessary.

Cllr Greatrex raised concern about the collapsed ditch opposite the Church in Postbridge (which has been coned off by DFPC for over a year) At the time both the resident and DFPC reported it to DCC Highways. Action: Clerk to put on agenda for August meeting.

Cllr Clarke-Major stated that she had been contacted by a resident asking about Allotments in Princetown. Clerk has also received an email regarding this. Action: Clerk to put on agenda for August meeting.

Cllr Williams raised the issue of the need for additional Dog Poo Bins in Princetown. Action: Clerk to contact WDBC to find out the cost of additional bins/emptying. To be discussed further at the August meeting.

Cllr Williams and Cllr Easton were approached by member of public just prior to the meeting alerting them to a damaged lightning conductor on the side of the building which had recently caused injury to their child's face. They have been advised to contact PCC directly. Action: Clerk to also contact PCC to ensure they are aware of the damage to lightning conductor and ongoing risk of injury.

19. **Date of next 'Tidy Princetown'** - 10am until 11am - Sunday 6<sup>th</sup> August 2023. Meet outside Post Office.

20. **Date of next meeting -** 1930 on 22<sup>nd</sup> August 2023  
Postbridge Village Hall **Meeting**  
**Closed 2100.**