

Dartmoor Forest Parish Council



23rd November 2023

Councillor Briefing Notes for Meeting on 28th November 2023 7.30pm in Princetown Community Centre

1. **Apologies –**
2. **Declarations of interest -**
3. **Acceptance of minutes -** As previously circulated for meeting on 28th October 2023.
4. **Urgent decisions since last meeting –** none
5. **Resignation of Stephen Butterworth –** Clerk to update on the process for filling the vacancy. See Appendix 1 for letter from WDBC authorising co-option to fill the vacancy. See Appendix 2 for the poster advertising the vacancy for co-option at the Dec meeting.
6. **Princetown Remembrance Parade and Service –** Council to review 2023 and agree actions for 2024. Cllr Williams to summarise this years' event and invite comments on if and how it might be improved.
7. **Welcome to Princetown Signs –** Council to discuss and agree on next actions to replace signs. Cllr Manning to summarise actions to date, and suggest further actions which might be taken to locate the missing signs. See Appendix 3 for suggested poster to be shared on website, noticeboards and social media. The cost of replacing the signs has been quoted between £241 and £363 ex vat.
8. **Additional Dog Waste bin Princetown –** Council to discuss and agree on site of additional bin. Cllr Williams to update on the proposed site of the bin.
9. **Residents' issues or concerns –**
 - a) War Memorial – rust staining and timely removal of wreaths. Council to agree action to prevent further damage to memorial. Cllr Easton to report on progress to remove the rust staining to date. Council to agree a date for the removal of wreaths to prevent further staining.
 - b) Princetown – 'Historic village' – raised by member of the public at last meeting. Council to discuss and consider what action might be taken to get brown signs to promote the village. Please look at the link for [information about applying for brown tourist signs](#) prior to the meeting.
10. **Parking issues (Princetown)-** Following the discussion at last meeting regarding a request from residents for Council to support double yellow lines opposite entrance to Old Smithy. Cllr Williams and Cllr Clarke-Major to report back on their site visit, and consideration of other areas of the village.
11. **1st PUBLIC SESSION -** Residents are invited to give their views and question the Parish Council on agenda items, or raise issues for future consideration.
12. **Devon Highways – Road Closures –** As raised by Cllr Geen at the last meeting. Council to agree action to try to ensure that adequate notice of proposed road closures is received, following short notice of closure of B3357 Two Bridges to Prince Hall 16-18th October.

13. **Planning** – Council to consider and agree on response to the following application.
[0472/23 Yellowmead Farm](#) – Cllr Greatrex and Cllr Wood to report on application and site visit. Extension granted by DNPA until 30th November for Council response.
14. **Financial management** - see Financial Report for details
 a) Payments to be approved;
 b) National Pay Award for Clerks Salary, back dated to March 2023. Clerk is currently on SCP 13, which has increased by £1 per hr from March 2023. This results in an annual increase of £420.
15. **Budget 2024/25 and Precept** – Council to approve 2024/25 budget v3 as proposed and circulated by Clerk, which would result in a 3% increase in the Precept amount. See e-mail sent 26/11/23 for budget details.
16. **Updates on correspondence/ actions from previous meetings** - See 'Briefing Notes' for updates regarding matters listed below, and ongoing matters being dealt with.
 a) Christmas Trees – Prison have agreed to donate two trees to Princetown. David Cole to liaise with Andy Steele for collection.
 b) Duchy Play Park – rent increase
 c) DNPA additional signage to parking and EV charging points -
 d) Effect of Bank Closures – responses received from Lloyds, Barclays and Natwest
 e) City Bus Service 98 3pm - buses turning early in village,
17. **Reports from Committees, Sub Groups and Special Interests:**
 a) Play Park Inspections and Action Plan – Cllr Williams reporting on inspections in November. Cllr Byrom on rota for inspections in December. Following resignation of Stephen Butterworth we need a Councillor for inspections in January.
18. **2nd PUBLIC SESSION** - Residents are invited to give their views and question the Parish Council on agenda items, or raise issues for future consideration
19. **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
 a) Cllr Williams has organised a meeting for stakeholders in the Vision Zero SW B3212 Project on Dec 4th, 2pm, to discuss results to date and future action.
 b) Sir Geoffrey Cox Parliamentary Petition regarding the state of rural roads in Devon See Appendix 4 Deadline 29th January 2024
 c) Response from Sir Geoffrey Cox regarding Parking enforcement
 'Further to our previous correspondence, Sir Geoffrey has now received a response from Devon County Council to his letter regarding the issue of parking enforcement in Princetown that you had brought to his attention. I am copying this here for you:

Further to your letter of 2nd October, I understand your constituent's concerns regarding parking enforcement in Princetown.

Our officers are in regular attendance, and for a small community such Princetown our aim would be to attend 1 – 2 times per week.

In September we attended on 7 occasions. During those visits we issued 9 Penalty Charge Notices (PCNs) and observed 121 vehicles. Observation is the step prior to issuing a PCN, for example, a vehicle parked on double yellow lines will be logged and observed for 5 minutes to ensure no exemptible activity such as loading (or unloading) is being conducted. The issue of a PCN is the last option and if officers can engage with the motorist to move the vehicle they will.

It is likely that our visits will not pick up all the issues that residents might see and we encourage residents to let us know when parking issues are occurring so that we can focus our attendances accordingly. Parking issues can be reported here: <https://www.devon.gov.uk/roads-and-transport/report-a-problem/report-a-parking-problem/> There have been no recent requests for enforcement in Princetown.

I hope this is helpful, and would suggest you report any ongoing concerns or issues at the weblink provided (live link as below)

www.devon.gov.uk/roads-and-transport/report-a-problem/report-a-parking-problem

Thank you for bringing this issue to Sir Geoffrey's attention and please do keep us updated on the situation in the future.'

20. Date of next meeting -

1930 on Tuesday 19th December 2023
Princetown Community Centre

www.westdevon.gov.uk

Direct telephone: 01822 813665
E-Mail: clare.chapman@swdevon.gov.uk

Ms J Bennetts
Clerk to Dartmoor Forest Parish Council

23 November 2023



West Devon
Borough
Council

Dear Ms Bennetts

VACANCY ON DARTMOOR FOREST PARISH COUNCIL – Princetown Ward

Referring to your recent Notice of Vacancy, following the resignation of Councillor Steven Butterworth, I write to inform you that the Returning Officer has not received any requests for an election by the statutory deadline of 22 November 2023. Therefore, you are now in a position to co-opt to fill this vacancy.

Yours sincerely

Clare Chapman
Principal Elections Officer
West Devon

Dartmoor Forest Parish Council



Vacancy

Dartmoor Forest Parish Council is looking to co-opt one new Councillor within the ward of Princetown.

- | | |
|--|-------------------------------------|
| Do you want to represent the views of local people and have your say about issues people care about? | <input checked="" type="checkbox"/> |
| Do you want to make a difference and be part of shaping the future of Princetown and the Parish? | <input checked="" type="checkbox"/> |
| Are you concerned about the community getting the services it needs? | <input checked="" type="checkbox"/> |
| Do you want to decide how local money is spent to improve your community, and on what projects? | <input checked="" type="checkbox"/> |
| Do you have some time to spare? | <input checked="" type="checkbox"/> |
| Do you enjoy being part of a team? | <input checked="" type="checkbox"/> |

If you tick all the boxed above, and are:

- Over 18 years of age
- Registered to vote
- Live and/or work, or own land in Princetown, and have done so for the past 12 months
- A British citizen, eligible Commonwealth citizen or citizen of any other member of the EU

Why not become a Parish Councillor?

To find out more about being a Parish Councillor visit the website, speak to an existing councillor, or contact the Clerk.

To put yourself forward, please email the Clerk a short introduction to yourself, explaining why you want to be a councillor and any particular skills, experience or areas of interest you have (No more than half side of A4).

Deadline 14th December 2023.

You will be invited to attend the next meeting, on the 19th December 2023, at 7.30pm Princetown Community Centre.

Parish Clerk: Miss Jackie Bennetts
Applegarth, Walkhampton, Yelverton, PL20 6JP
Telephone: 01822 859104

Email: clerk@dartmoorforestparishcouncil.gov.uk Website: www.dartmoorforestparishcouncil.gov.uk



Do you know where the missing signs are?

Two of these signs have disappeared over the past couple of years.

Despite efforts to locate them, the Parish Council is now faced with having to pay for them to be replaced. This is not a cost that has been budgeted for and will impact of other areas of the Council's work in the Parish.

If anyone has any information about where these signs are, please contact the Clerk, Dartmoor Parish Council on 01822 859104 and leave a message, or email clerk@dartmoorforestparishcouncil.gov.uk, or contact any of the Parish Councillors.



Employment Update

Pay Award 2023/24



The National Joint Council for Local Government Services has come to an agreement on the 2023/24 pay award, applicable from 1st April 2023 to 31st March 2024*. The terms of the agreement include:

- With effect from 1 April 2023, for all spinal points to 43, the agreed award was a flat rate payment of £1,925. For all spinal points above that the award was 3.88%

NALC has produced updated pay scales which can be downloaded below.

[Download the 2023/24 salary scales](#)

**The pay award is applicable to those employed on the NALC model contract.*

Appendix 4

Geoffrey Cox Q.C., M.P. for Torridge & West Devon



30 October 2023

HOUSE OF COMMONS
LONDON SW1A 0AA

Cllr. Gregg Manning,
Chair of Dartmoor Forrest Parish Council,
10 Devonshire Row,
Princetown,
Devon,
PL20 6QD.

Dear Cllr. Manning,

First, may I thank you very much indeed for the great help of the Council, Clerk and volunteers in making so successful the arrangements for my recent drop-in surgery.

I am determined the parishes, and our parish and town councils should have the opportunity of being consulted as much as possible and I am very grateful for the assistance you have given me to achieve that aim.

I am writing now to seek your help again with several initiatives that I hope will improve the lives of those of us who live permanently in Torridge and West Devon.

Roads Petition.

One of the issues that comes up time and again for those of us living in our rural parishes is the crumbling condition of many of the minor roads, which has been made worse by recent severe winters and rain.

We are all familiar with the scourge of potholes but, particularly in some of the smaller villages, critical access roads are being allowed to disintegrate because they are unclassified. The County Council's current strategy is apparently to concentrate limited resources on the classified A and B roads. This can mean that some routes, important to our villages, are no longer regularly maintained.



It is clear to me Devon County Council requires more help to maintain all roads vital to our communities to an acceptable standard. In recent years, the Government has provided significant one-off additional funds to enable the Council to carry out improved levels of road maintenance and I am pressing hard again, this year and next, for it to increase the resources allocated to this priority.

To secure that objective, I would be most grateful for the Council's help in supporting my constituency-wide Parliamentary Petition. A Parliamentary Petition is a formal process, which must obey certain rules and is formally presented by me to the House of Commons and the Speaker on the floor of the Chamber of the House. It is recorded in Hansard and the Government is obliged to formally to respond to the petition.

The rules governing such petitions are strict and all signatures must be original (not photocopied) and accompanied by a postal address or they will be discounted. Every page must also bear the text of the petition. It would be very helpful if you could circulate the petition as widely as possible in the parish and return the signatures to me at the House of Commons by Friday 29 January 2024, in order that the signatures can be counted before being presented to Parliament before the budget in March. I am enclosing with this letter blank templates of the form of the petition, which can be photocopied.

Royal Mail Letter Post and Broadband.

Finally, I am receiving reports of continued problems with the performance of Royal Mail's universal service obligation in connection with the letter-post. The service is particularly important to our rural parishes, which may often contain isolated communities. Similarly, there are still areas that are not well served by broadband. It would help me greatly in my current discussions with the Royal Mail, and with broadband providers and Connecting Devon and Somerset (which is the government subsidised partnership responsible), if you could canvass experiences in your parish and provide me with such feedback as you can on these matters.

