

Dartmoor Forest Parish Council



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2 January 2024

Minutes for the Council Meeting on 19th December 2023 in Princetown Community Centre

Present:

Hexworthy/Huccaby Ward:	Princetown Ward:	
Cllr Alison Geen	Cllr Emma Byrom	
Postbridge Ward:		Cllr Mark Williams**
Cllr Julian Greatrex	Cllr Charmaine Clarke-Major	Cllr Hannah Wood
		* 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 2 members of the public present, plus Cllr Mark Renders (WDBC)

- Apologies** – Cllr Manning, Cllr Watson, Cllr Easton
- Declarations of interest** – Cllr Williams declared his interest in Item No 5 and requested that Cllr Geen chair that item in his place. Cllr Geen accepted.
- Acceptance of minutes** - As previously circulated for meeting on 28th November 2023. Minutes accepted by all present as a true record of meeting, and signed by Cllr Williams.
- Urgent decisions since last meeting** – none

Cllr Geen took over as Chair of the meeting, Cllr Williams left the room.

- Co-option to fill vacancy in Princetown ward** – Personal statement from Hazel Williams was circulated to all Councillors prior to meeting. Hazel Williams addressed Council and briefly explained her reasons for putting herself forward before leaving the room while Council considered her co-option. Following a brief discussion Council voted in favour of co-opting her. Both Hazel and Cllr M Williams then returned to the meeting. Cllr Hazel Williams signed the Acceptance of Office form and then joined Council for the rest of the meeting.

Cllr Mark Williams resumed as Chair for the remainder of the meeting.

- Princetown Remembrance Parade and Service** – Cllr Clarke-Major updated Council on her meeting with Mr Wildgoose. It was acknowledged that the heavy rain on the day of the parade/service had resulted in the service being shortened slightly. Mr Wildgoose confirmed that he liaises with the Vicar and organises the parade along with other ex-Service personnel from the village. He stated that he would ask Council for assistance should it be needed in the future. Action: Cllr Clarke-Major will continue to liaise with regard to removing

23rd January 2024

Signature of Chair



the wreaths in the Spring, to avoid rust staining which has occurred through leaving them in situ.

7. **Snow Warden Procedure** – This was raised by Cllr Easton at the November meeting, but as he was unable to attend this meeting due to a family emergency Council decided to put on the agenda for January meeting. It was noted that Horrabridge have a Snow Warden scheme in place and they might be contacted for information. Action: Clerk to put on January Agenda.
8. **Residents' issues or concerns** – nothing raised
9. **Parking issues (Princetown)**- Cllr Williams and Clarke-Major updated Council on the report they plan to present at January meeting regarding parking issues and road markings within Princetown.
10. **1st PUBLIC SESSION** – None raised.
11. **Play Park** – Cllr Williams reported on the work entailed to repair the ground under the zip wire and the associated costs. To repair ground under the zipwire will require 40 grass mats, plus peg and ties, 4 tonne topsoil, 60m of 3x2inch wood for the boarding. Also need to source bitumen/sealant to repair the joints between the matting under the swings. He requested that quotes were sought for the materials, and the matter/costs discussed at the January meeting. He also proposed that it would be beneficial for a small working party to help move this work forward. Cllrs Wood and Clarke-Major volunteered to join the working party. Action: Cllr Williams will provide a list of materials required to the Clerk who will obtain quotes for materials for the January meeting.
12. **Planning** – no applications to be considered at time of issuing agenda.
 - a) Cllr Greatrex reported on recent site visit to Yellowmead Farm regarding the application [0413/23](#) He stated that the DNPA objection stems from the size of the proposed extension being more than 30% of the original building. Council had previously responded in support of the application. The decision will now be taken at a full DNPA meeting. (09/01/24 Subsequent to meeting Clerk notified permission has been Refused)
13. **Financial management** - see [Financial Report](#) for details
Payments Approved by Cllr Geen and Cllr Byrom.

Ref	Chq No	Payee & Details	Amount
1709	0	Jackie Bennetts - Clerk Pay	£ 715.35
1710	0	David Cole - Lengthsman Pay	£ 528.00
1711	0	Jake Cook - Litter Picker fee	£ 44.00
1712	0	HMRC Tax & NI (Clerk)	£ 53.60
			£ 1,340.95

Clerk reported that Council has a credit with HMRC of £272.20 from Tax refund issued in July 2023, therefore the payment of £53.60 (Transaction No 1712) did not need to be made. The balance of HMRC credit to Council will be reduced by this amount.

14. **Updates on correspondence/ actions from previous meetings** – Clerk had nothing to report since the last meeting.

15. Reports from Committees, Sub Groups and Special Interests:

- a) Play Park Inspections and Action Plan – Cllr Byrom reported on inspections to date in December. Cllr Greatrex is on the rota for January inspections. Action: Clerk to send Cllr Greatrex the inspection forms.

16. 2nd PUBLIC SESSION – Nothing raised.

17. Exchange of information – Around the table discussion for any matters to be shared for information or to request they are put on agenda for next meeting

- a) Clerk reported that Christmas Cards had been received from Duchy staff at Princetown, Sir Geoffrey Cox, and HMP Dartmoor Governor & Staff.
- b) TTRO 2454506 - Road Closure B3357- Higher Longford to Merrivale Bridge 31 Jan – 2 Feb 2024 Action: Clerk to publish on website and FB.

18. Date of next meeting - 1930 on Tuesday 23rd January 2024
Princetown Community Centre

Meeting Closed 2035