

Dartmoor Forest Parish Council



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30 January 2024

Minutes for the Council Meeting on 23rd January 2024 in Princetown Community Centre

Present:

Hexworthy/Huccaby Ward:	Princetown Ward:	
Cllr Alison Geen		Cllr Hazel Williams
Postbridge Ward:		Cllr Mark Williams**
	Cllr Charmaine Clarke-Major	
Wendy Watson	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

There were 2 members of the public present, plus Cllr Philip Sanders (DCC)

- Apologies** – Cllr Byrom, Cllr Easton, Cllr Greatrex, Cllr Wood, Cllr Renders (WDBC)
- Declarations of interest** – None declared
- Acceptance of minutes** - As previously circulated for meeting on 19th December 2023. Minutes accepted by all present as a true record of meeting, and signed by Cllr Manning
- Urgent decisions since last meeting** – none
- Snow Warden Procedure** – Item deferred until February meeting due to absence of Cllr Easton who is leading on this. Action: Clerk to add to February agenda
- Tidy Princetown** – Cllr Mark Williams requested that this matter also be deferred until the April meeting to allow for the weather to improve and give more time to promote the scheme and canvas support from residents/volunteers in February/March. Council agreed. Action: Clerk to add to April agenda
- Princetown Pots and Plants** – Cllr Hazel Williams proposed a scheme to build on the five pots and planting which was undertaken last year. During a recent visit to Dartmouth she was inspired by planters and plants supplied and maintained throughout the town by a group of volunteers. These planters are sponsored by local businesses or local families (memorial planters). Cllr Hazel Williams asked Council to support a similar scheme in Princetown. Council was in agreement. Action: Cllr Hazel Williams agreed to lead the project and put together a draft action plan for consideration at the February meeting
- Removal of BT landlines 2025** – Cllr Geen raised this initially at the November meeting, and asked Council to consider what action could be taken to ensure that residents are

27th February 2024

Signature of Chair



aware of this change, and know what action they need to take to ensure the switch to digital phone lines does not affect them negatively. Council agreed to investigate posters to make people aware this is happening. Action: Cllr Geen agreed to look into whether such posters already exist which could be displayed on noticeboards in the Parish. For more information please read <https://www.bt.com/about/all-ip>

<https://www.gov.uk/guidance/uk-transition-from-analogue-to-digital-landlines>

9. Residents' issues or concerns –

a) Hexworthy to Saddles Bridge – drainage issue/ice on road. A local resident has raised the issue of water running across the road and freezing in cold weather. Cllr Geen asked Council to allocate some of the Lengthsmans time to improve the drainage. Cllr Geen agreed to arrange a meeting with the resident and Parish Lengthsman to see what action might be taken to improve the drainage. Action: Cllr Geen to convene on site meeting with resident and liaise with Lengthsman.

10. Parking issues (Princetown)- Cllr M Williams and Cllr Clarke-Major presented their [report](#) regarding the parking/road markings within Princetown, as circulated prior to meeting. Cllr Sanders (DCC) requested to speak on this matter and suggested that Council could arrange a site visit from the DCC Neighbourhood Highways Officer (Brad Elliott) to walk through the report with him. Cllr Sanders then outlined the process and timescale for getting DCC Highways to make changes to road markings. He stressed that any changes would need the backing of Council and of the residents, before going before the DCC Highways and Traffic Orders Committee (HATOC) from Sept 2024 onwards. It is unlikely that any action would be taken before April 2025. Action: Clerk to liaise with Cllr Sanders, Brad Elliott, Cllrs M Williams and Clarke-Major to arrange a date/time for meeting.

11. 1st PUBLIC SESSION –

a) Resident commended the Pot and Plants initiative and asked about the Snow Warden procedure. Clerk clarified that at present that Council does not undertake gritting/snow clearance. Review of the Snow Warden policy will provide clarification on what the Council is able to do, with the support of volunteers, going forward. There are several grit bins in the village and anyone can [report](#) them if they need to be refilled. Resident also expressed concerns about the removal of parking spaces by increasing double yellow lines within the village, but accepted that some action may be necessary from a safety point of view.

b) Cllr Sanders gave a brief update on changes of personnel at DNPA and on matters from DCC regarding the setting of the budget for 2024/5.

12. Planning – no applications had been received at time of issuing agenda.

a) Received 19/1/24 – Clerk has requested extension to allow Council to consider the application and discuss at the February (27th) meeting. [0028/24](#) Consultation Request Letter - Application at Land at Lakehead Hill, PL20 6TW Action: Cllr Watson agreed to review the application and suggested that Cllr Greatrex (in his absence) might also be interested as he was involved in reviewing previous applications.

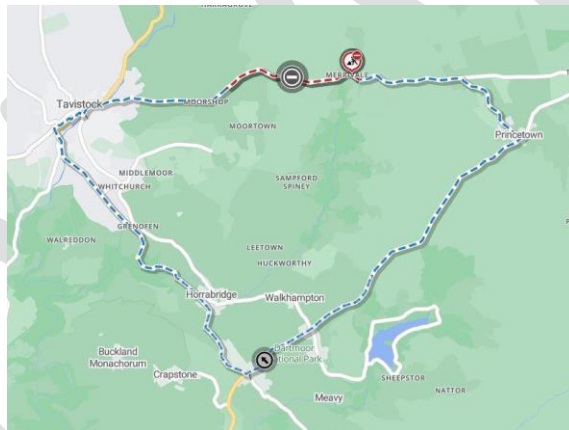
13. Welcome to Princetown Signs – Councillor Williams proposed that the signs should be replaced and that Council should approach local businesses to fund this. The cost of replacing the signs has been quoted by DCC Highways as £241 ex vat. Council agreed to purchase the signs. Action: Clerk to place order for two replacement signs. Cllr M Williams offered to contact local businesses and organisations to ask for donations.

14. **Play Park** – Cllr Williams has identified what is needed to make the necessary repairs to the Play Park as identified in the RoSPA report 2023. Clerk has obtained quotes for the provision of materials. Council is asked to approved expenditure to purchase the materials and for Lengthsman to work additional hours to make the repairs. Council approved expenditure of £1500 for materials and 10 hours of Lengthsman time. Action: Clerk to place orders for materials to be delivered to Play Park on the 5th February. Cllr M Williams and Lengthsman will start work (weather permitting) on 5th February.
15. **DCC Highways – Urban Grass Cutting Contract** – Council considered and agreed to provide service/ mowing roadside verges in 2024. The value of the contract is £130 for 2024. (£126 in 2023) Clerk signed contract on behalf of Council. Action: Clerk to return signed contract to DCC Highways.
16. **Financial management** - see [Financial Report](#) for details. Payments approved by Council, BACs transfers to be authorised by Cllr Geen and Cllr Manning.

Ref	Payee & Details	Amount
1713	Jackie Bennetts - Clerk Pay	£ 488.97
1714	Jackie Bennetts - Clerk working at home payment	£ 30.00
1715	David Cole - Lengthsman Pay	£ 528.00
1716	Jake Cook - Litter Picker fee	£ 44.00
1717	SLCC Membership 2024 INV MEM246978	£ 105.00
1718	Re-imbursing Cllr Williams - Postcrete x 3, Wooden posts x4 for Play Park repairs	£ 122.84
		£ 1,318.81

17. **Updates on correspondence/ actions from previous meetings** – Clerk verbally updated progress regarding additional poo bin in Princetown, and on the memorial plaque for one of the benches by the war memorial.
18. **Reports from Committees, Sub Groups and Special Interests:**
- a) Play Park Inspections – Cllr Williams reported on January inspections. Cllr Wood is on the rota for February inspections.
19. **2nd PUBLIC SESSION** - Residents are invited to give their views and question the Parish Council on agenda items, or raise issues for future consideration
- a) Member of public mentioned to Lengthsman that a bus had recently failed to stop at the bus stop. Council is unable to take any further action without knowing the date and time to report to City Bus. This led to a further discussion regarding some buses (the 3pm service) not turning at the mini-roundabout, but turning using the road to the car park. It was noted this is a private road, not public. Council felt that City Bus should be made aware of this and to be asked why some buses are permitted to turn before the mini roundabout and therefore miss the bus stop. Cllr Hazel Williams informed Council that City Bus have plans to put two bus stop poles with timetables in the village – but was unsure when this would happen. Action: Clerk to contact City Bus again regarding the buses turning early.

- b) Cllr Philip Sanders informed Council that he was against the introduction of parking meters in Tavistock.
20. **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) Cllr Watson reported that a resident had expressed concern regarding trees at Postbridge Cemetery given the recent strong winds. Action: Clerk to add to February agenda.
 - b) Cllr Geen expressed concern about the trees around Venford Reservoir, one of which has recently fallen across the road, causing damage to the railings. DCC Highways cleared the road, but there are other trees of concern Action: Clerk to put on agenda for Feb meeting
 - c) Cllr Manning raised the issue of the fencing around the Old Prison Officers Mess. The new fencing is also falling over now and the area looks unsightly. Action: Clerk to add to agenda for February.
 - d) Mower service – clerk to obtain three quotes for consideration at February meeting.
 - e) Policy Reviews – Clerk to issue schedule to review policies and procedures over the next 6 months.
 - f) WDBC Town and Parish Conversations – Cllr Hazel Williams attended session on 18/01/24
 - g) Road Closure – B3357 Merrivale 31st January – 2nd February for resurfacing work.



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21. **Date of next meeting -** 1930 on Tuesday 27th February 2024
Prinetown Community Centre