

# Dartmoor Forest Parish Council



Parish Clerk: Jackie Bennetts

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17<sup>th</sup> April 2024

Dear Councillor,

You are duly summonsed to attend the Council Meeting to be held at 19:30 on Tuesday 23<sup>rd</sup> April 2024 at Princetown Community Centre.

*Jackie Bennetts*

Jackie Bennetts - Clerk to Dartmoor Forest Parish Council

**Cllr Manning will chair the meeting**

## **Parish Council Meeting Agenda**

- 1. Apologies –**
- 2. Declarations of interest -**
- 3. Acceptance of minutes -** As previously circulated for meeting on 26<sup>th</sup> March 2024.
- 4. Urgent decisions since last meeting – none**
- 5. Governance Review -** Council to consider and approve the updated documents as circulated prior to meeting.
  - a) Snow Warden Procedure - revised by Cllr Easton
  - b) Standing Orders – reviewed by all Councillors
  - c) Financial Regulations – reviewed by Cllrs Geen, Byrom, M Williams
  - d) Risk Management Strategy & Risk Register – reviewed by Cllrs Manning, Geen, H Williams
  - e) Confirm who will review policies for May meeting:
    - i. Grants and Donations Procedure -
    - ii. Members Code of Conduct - all Councillors
    - iii. Complaints Procedure -
    - iv. Transparency Code – all Councillors
- 6. LOVE (Love Our Village Enthusiasts) Project –** Cllr Hazel Williams to update on progress to date and proposed actions.
- 7. Tidy Princetown Sessions –** ‘Tidy Princetown’ Sessions – Council to discuss and decide whether to continue these monthly sessions led by Cllr Mark Williams.
- 8. Public Meeting – Double Yellow Lines and CCTV.** Council to agree a date for a public meeting where the two issues can be presented to residents, queries responded to. A general level of public support is required to take these issues forward, as agreed at the March 2023 meeting.
- 9. 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.
- 10. Parking Issues –** no additional issues raised at time of publishing the agenda
- 11. Residents’ issues or concerns –**
  - a) Email received from L Huntley, Venville House 26/03/24 expressing concern regarding the large lorries turning in/out of Station Road when delivering to the Brewery. They are mounting the pavement to make the turn and recently damage

was caused to a parked car. Council to consider if any action should be taken to address this.

- 12. Planning** – No applications at the time of publishing the agenda.
- 13. Financial management** - see Financial Report for details
- 14. DFPC WhatsApp group** – Council to consider using a WhatsApp group for informal communications between Councillors and Clerk, as raised by Cllr H Williams.
- 15. Updates on correspondence/ actions from previous meetings** -  
See 'Briefing Notes' for updates regarding matters listed below, and ongoing matters being dealt with.
  - a) 'Welcome to Princetown' signs
  - b) Council e-mail addresses
  - c) D-day Celebrations – 6<sup>th</sup> June - Lamp Light of Peace
  - d) Mower service -
- 16. Reports from Committees, Sub Groups and Special Interests:**
- 17. 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
- 18. 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
- 19. Date of next meeting** -                   1930 on Tuesday 28<sup>th</sup> May 2024  
Princetown Community Centre