

Dartmoor Forest Parish Council



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10 April 2024

Minutes for the Council Meeting on 26th March 2024 in Princetown Community Centre

Present:

Hexworthy/Huccaby Ward:	Princetown Ward:	
Cllr Alison Geen		Cllr Hazel Williams
Postbridge Ward:	Cllr Gary Easton	Cllr Mark Williams**
Cllr Julian Greatrex		
Cllr 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 in attendance, including Cllr Mark Renders (WDBC).

1. **Apologies** – Cllr Clarke-Major, Cllr Wood, Cllr Byrom
2. **Declarations of interest** – None declared
3. **Acceptance of minutes** - As previously circulated for meeting on 27th February 2024. Minutes accepted by all present as a true record of meeting, and signed by Cllr Manning
4. **Urgent decisions since last meeting** – none
5. **Governance Review**
 - a) [Snow Warden Procedure](#) – Cllr Easton agreed to modify the document for circulation prior to the next meeting to better reflect what Council is able to commit to. Action: Clerk to send word version to Cllr Easton.
 - b) [Memorial Inspection Procedure](#) – Council agreed that the inspections should take place at least annually and recorded. Cllrs Greatrex and Watson agreed to undertake an inspection this year.
 - c) Policies to be reviewed for April meeting by the following Councillors:
 - i. Standing Orders – to be reviewed by all
 - ii. Financial Regulations – Cllrs Geen, Byrom, Williams
 - iii. Risk Management Strategy & Risk Register – Cllrs Manning, Geen, Hazel Williams
6. **Princetown Pots and Plants** –
 - a) Love Our Village Enthusiasts Project (LOVE) - Cllr Hazel Williams updated on progress to date. Funding application has been made to WDBC Localities fund for £100 to support the project. Council agreed to match this £100 to enable Cllr H Williams to create a couple of 'example' planters to promote the project. Proposed by Cllr Manning seconded

23rd April 2024

Signature of Chair



by Cllr Easton and agreed by all. Cllr H Williams has also submitted an application to National Lotteries for funding. Cllr H Williams requested approval for printing around 50 flyers to publicise the project. It was suggested that we could approach local printers to see if they might sponsor the leaflets, Cllr Hazel Williams agreed to contact Dartprint. Action: Clerk agreed to print a small number of leaflets to get started.

- b) 'Tidy Princetown' Sessions – Cllr M Williams expressed concern that this was only supported by a small number of volunteers at the end of last year. He is keen to restart the sessions from April 7th focussing on litter picking initially. The weeds also need addressing and Cllr Williams will contact DNPA to find out what weedkiller can be used in public areas within the National Park. Action: Clerk to advertise sessions on DFPC Facebook page and website.

7. Play Park – Council to consider and agree actions regarding

- a) Annual RoSPA Inspection Report – Clerk updated Council on the RoSPA inspection which took place on the 13th March. The report identifies a number of issues which Council agreed will need to be addressed in the coming months. Council expressed thanks to Cllr M Williams and David Cole for their efforts, particularly over the last few weeks, making repairs to the Play Park equipment prior to the RoSPA inspection.
- b) Weekly Inspections – As Cllr Byrom was not in attendance there was no report for March. Cllr Mark Williams is on rota for April.

8. **CCTV** – Cllr Manning made a proposal to purchase and site two additional CCTV cameras on the school, one looking up Tavistock Road and on looking down. These would cover existing blind spots in the current system, and were included in the original proposal for, but were not implemented due to a lack of funds at the time. He proposed that funds held by Council from Speedwatch should be used to purchase the cameras, and that he would endeavour to raise additional funding to cover the shortfall of around £300. A number of questions were posed by Councillors regarding the original purpose of the CCTV (to reduce anti-social driving in the area), whether the current cameras have been effective in doing so, the additional ongoing cost to Council for annual service for these additional cameras. While most Councillors agreed in principle to the additional cameras, it felt it would be beneficial to consult with residents before making the purchase. Cllr Manning asked Council to consider his proposal and Council agreed to hold a public meeting to present the proposal and gain public support before proceeding. Action: Clerk to consider how/when this could take place.

9. **D-day 80th Anniversary** – Cllr Hazel Williams asked Council to consider if/how the D-Day celebrations might be supported. Council agreed to encourage the 'Lamp Light of Peace' at 9.15pm on the 6th June. <https://devonalc.org.uk/wp-content/uploads/2024/02/D-Day-80-Letter-to-towns-and-parishes.pdf> Action: Cllr M Williams agreed to contact Matt Wildgoose to see if a service was planned at the war memorial on that day. Clerk to contact DNPA to see if they are planning to purchase/fly a D-day flag.

10. **Parking Issues: Princetown** – Cllr Williams updated Council with regard to improving road safety, particularly at junctions on Tavistock Road and Two Bridges Road, following recent visit by DCC Neighbourhood Highways Officer. For this proposal to be considered at DCC HATOC Committee in September it needs the support of Council and local residents (public consultation). Cllr Williams proposed that this matter be taken to a public meeting, seconded by Cllr Easton, agreed by all. Action: Clerk to consider how/when this could take place.

11. **1st PUBLIC SESSION** – Cllr Renders reported he had been approached by a local resident concerned about vehicles driving over the grass triangle at the top of Woodville. Although

Council cut the grass, the land is owned by the Duchy. Cllr Renders will take the matter up with them.

12. **Residents' issues or concerns** – none raised at time of issuing the agenda
13. **Planning** – Council considered the following application.
- a) [24/0022](#) Tree Conservation Consultation Letter - Application at Moorstones Tavistock Road, PL20 6RE. Cllr Easton reviewed the application and recommended to Council that it should be supported. Seconded by Cllr Greatrex and agreed by all to recommend APPROVAL. Action: Clerk to respond to DNPA
14. **Council e-mail Addresses** – Cllr Hazel Williams raised this in response to a [NALC Briefing](#) issued in February regarding current best practice. Council agreed to investigate the process and any costs but agreed in principle. Action: Clerk to contact WesternWeb to see if DFPC system can support this.
15. **Financial management** – Payments approved by council, to be authorised by Cllr Easton and Cllr Geen. See Financial report for more detail.

Ref	Payee & Details	Amount
1730	Jackie Bennetts - Clerk Pay	£ 488.95
1731	David Cole - Lengthsman Pay	£ 792.00
1732	Jake Cook - Litter Picker fee	£ 44.00
1733	Mark Williams - re-imburement Timber for play park	£ 24.60
1735	Princetown Community Centre Room Hire Dec 24 - June 24 INV 41/23	£ 100.00
		£ 1,449.55

Council agreed to make payments to David Cole in respect of the additional hours worked in 2023/24 cutting the Churchyard and Football pitch for which Council makes a charge. David is currently owed 56.5 hours to be paid over the next 4 months.

Clerk reported that there is currently an underspend of £827.52 but this would be carried forwards to cover the cost of the additional dog waste bin and the mower service which have been previously agreed by Council, but not yet actioned.

16. **Lloyds savings account** – Council agreed to transfer £10,000 to a 95day notice account with Lloyds Bank. Action: Clerk to open account and make transfer.
17. **Updates on correspondence/ actions from previous meetings** – Clerk updated verbally on the following
- a) Venford Reservoir – SW Lakes Trust – tree and fencing concerns - letter sent 26/3/24
- b) Old Officers Mess- Duchy – letter sent 26/03/24. Cllr Manning reported that the fencing had been repaired and site tidied recently
- c) Postbridge Cemetery –rate review Clerk to respond by 4th April, one recent plot purchase B61 to be marked by Cllr Greatrex, trees will need to be reviewed regularly to ensure they are not causing damage to the boundary walls, needs to be included in Risk Register.
- d) Mower service – waiting for quotes

e) Removal of BT Landlines –Cllr Geen has produced a poster regarding this to be displayed on DFPC website, noticeboards and at Princetown Post Office. Copies of the Age UK information (4 pages) can be made available for people without access to internet/printers through Clerk/Post Office. Cllr Renders agreed to display a poster and hold a few copies of the information for residents to collect.

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

- a) Cllr M Williams reported that he attended the Princetown Business Network meeting on the 25th March and will continue to attend as a representative of Council.
- b) Cllr Hazel Williams reported that she is encouraging a group of locals who are interested in setting up allotments in Princetown. Clerk reminded Council this issue was discussed at the August 2023 meeting and at that time decided to support the group to set up a community run allotment, rather than Council taking on the management. Action: Clerk to forward allotment information to Cllr H Williams.

19. 2nd PUBLIC SESSION – nothing raised

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) Clerk reported a Princetown resident contacted after the agenda was published expressing concern about the large lorries/vehicles turning in and out of Station Road. Lorries are having to mount the pavement to make the turn, and have recently caused damage to a parked car. Action: Clerk to include in April Agenda.
- b) Cllr M Williams shared with Council that buses on Dartmoor can be flagged down to stop provided there is a safe area to pick up passengers.
- c) Cllr Manning reported that a group of children with special needs are regularly visiting the playpark with their carers as they feel it is a safe and secure area for them to use.

21. Date of next meeting - 1930 on Tuesday 23rd April 2024
Princetown Community Centre

Meeting Closed 2143.