

Dartmoor Forest Parish Council



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29th October 2024

Minutes for the Parish Council Meeting **on 22nd October 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 Gregg Manning	
Cllr Wendy Watson		* 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,
PCMF: Princetown Churchyard Maintenance Fund **WDBC**: West Devon Borough Council

Members of the public in attendance: 3, plus Cllr Philip Sanders (DCC)

1. **Apologies** - Cllr Byrom,
2. **Declarations of interest** - none
3. **Acceptance of minutes** - As previously circulated for meeting on 24th September 2024. Council approved the minutes which were signed by Cllr Mark Williams.
4. **Urgent Decisions since the last meeting** – none
5. **Co-option of Councillors to fill two vacancies on the Princetown Ward** – Clerk confirmed that WDBC have given notice that Council can Co-opt to fill the second vacancy also. Unfortunately, no applications have been received, so this item will move forward to the November meeting. Action: Clerk to advertise both vacancies again.
6. **Governance Review** –
 - i. [Princetown CCTV Policy](#) – CCTV working group: Clerk reported on progress following recent meeting of the group which is awaiting information to finalise a few loose ends. Cllr Mark and Hazel Williams visited DNPA Visitor Centre to view the CCTV set-up on the 8th Oct. Cllr Manning has spoken to Plymouth City Council CCTV & Street Lighting Engineer who agreed that Council's responsibility to comply with GDPR legislation when sharing footage. Action: Clerk to update policy as information is obtained and circulate.
 - ii. [Princetown CCTV Data Protection Impact Assessment](#) – CCTV working group will review this once the CCTV Policy has been approved by Council.



- iii. [Publication Scheme](#) - Clerk previously circulated revised document, including charges for provision of information if requested. Adoption of the revised document was proposed by Cllr Hazel Williams, seconded by Cllr Manning, approved by all.
- iv. [Privacy](#) - Clerk previously circulated document. Adoption of the document was proposed by Cllr Geen, seconded by Cllr Watson, approved by all.
Action: Clerk to publish both documents to website.

See [Councillor Briefing Notes](#) Appendix 1 for schedule of policy review

7. **Old Officers Mess** – Council discussed a recent incidence of dangerous and anti-social driving as reported by Cllr Manning at the previous meeting. It appears to have been a one-off occurrence and therefore Council agreed to monitor the situation. Action: Clerk to contact Duchy and notify them that no action is requested by Council at this stage.
8. **Duke of Edinburgh Groups** – Cllr Geen explained (as circulated in e-mail 18/10/24) there had been a particularly bad weekend recently where gates were left open, littering and groups holding up traffic, at a variety of locations. It seems that some of the routing is taking groups across private land, or arranging meeting points on private premises/farm yards etc. She reported that some individual land owners/farmers had already made contact with DoE to report this, and DoE have responded. Cllrs Geen and Watson asked Council to also contact DoE and DNPA to raise concerns about the planning, routing and preparation for groups undertaking DoE training. Council agreed it should write a letter to both. Action: Cllr Geen to draft letter for Clerk to send.
9. **Play Park – Inspections, Action Plan and Funding Application.** Cllr Williams reported on inspections in October and updated on the action plan. Funding is needed to replace the universal joint/bearing in the single point swing, identified in the RoSPA inspection in March, which has been quoted at over £4,000. Cllr Hazel Williams has offered to submit a funding application but needs to formally consult with children and young people on what they would like to see in the Play Park. Cllr Hazel Williams is in contact with Cllr Byrom from the School and the Youth Club leader regarding the consultation. Funding application will seek to add accessible picnic benches, interactive communications board, and talk tubes to be more inclusive, and a more rounded application. See [Councillor Briefing Notes](#) Appendix 2 for Action Plan
10. **1st PUBLIC SESSION –**
 - a) Resident reported on the recent meeting regarding the proposed housing development at Moorland View. He then asked Council for its view on the proposal. Cllr Mark Williams explained that Council cannot express an opinion until the planning application is submitted, and the matter is on the agenda.

Clerk reported that Alex Rehaag WDBC Housing Officers has offered to attend the next Council meeting to feedback the results of the public consultation. Proposal is to hold the public session with Alex from 7pm, with the Council meeting then starting at 7.30.
 - b) Resident also commented on the DoE issue in particular littering around Pork Hill car park.
 - c) Cllr Philip Sanders stated that for DoE, the name of the school is important when reporting incidents. The routing should be checked by teachers/group leaders and then DoE before the groups undertake the challenges.

- d) Cllr Sanders reported that there have been a few issues where villages or individuals have purchased 20mph speed signs. These signs can only be placed on private land (providing they are not a distraction), and not on the highway or verge as they are not official highways signs.
- e) Cllr Sanders has received several complaints regarding the state of the road surface in Bellever. Highways Officer has been informed and will visit the site to assess. There is also a hump in the road near Runnage Farm which is quite severe, especially in the dark. Highways Officer will also take a look at this.
- f) Cllr Sanders informed Council that there may be funding available through the DCC Localities Fund for the universal joint on the single point swing. If successful the funding will need to be spent by the end of March. Action: Clerk to make application to the fund asap.
11. **Parking Issues** – no issues raised at time of publishing the agenda or at the meeting.
12. **Residents' issues or concerns** – no issues raised at time of publishing the agenda or at the meeting.
13. **Planning** – Council considered the application
[0394/24](#) 22 Blackabrook Avenue, Princetown, PL20 6RH
 Cllr Hazel Williams proposed Council support the application, seconded by Cllr Easton. Council voted 6 in favour with 1 abstention (Cllr M Williams) Action: Clerk to respond to DNPA
14. **Financial management** - see Financial Report for details

a) Payments approved by Council - Cllr Geen and Easton will authorise BACs payments

Ref	Payee & Details	Amount	BACS amount
1818	West Devon Borough Council - 300004188 - Cemetery Rates Oct 24 - March 25	£ 110.00	
1819	West Devon Borough Council - Dog bin emptying 4 bins fortnightly winter 2023/24	£ 190.94	
1820	Devon CC - Urban Highways Grass Cutting INV 12/24	£ -	
1821	Sutcliffe Play - repairs and replacements for playpark INV 7283	£ 614.09	
1822	West Devon Borough Council - Election recharge	£ 89.93	
1823	Princetown Community Centre Room hire £12 CCTV meeting 15/10/24	£ 12.00	
1824	Western Web INV 24638 webspace and licence	£ 96.00	
1825	PKF - External Audit AGAR fee 2023.24	£ 252.00	
1826	David Cole Expenses -October	£ 20.01	£ 746.01
1827	David Cole - Lengthsman Pay plus 15hrs contracting from 2024/25	£ 726.00	
1828	Jackie Bennetts - Clerks pay October	£ 488.95	£ 521.69
1829	Jackie Bennetts - Clerks Expenses - Replacement Lanyard & wreath	£ 32.74	
1830	Jake Cook - Litter Picker fee October	£ 46.00	
1831	Noticeboard Company INV 22298 0 External Postbridge, Internal Princetown Bus stop	£ 416.40	
	Total	£ 3,095.06	

- b) Clerk previously circulated draft budget for 2025/26, based on keeping the Precept the same as last year. Clerk asked Council to consider any proposed expenditure which has not been included in the draft budget, such as building reserves for replacing equipment such as defibs which were purchased in 2014, the ride on mower etc and to consider whether to increase the Precept request. Cllr Mark Williams suggested that the ride on mower should be replaced using reserves, with the cost being off-set by the sale of the existing mower. Cllr Geen proposed that the precept is increased by 2% to cover increased costs going forwards. Seconded by Cllr Easton and agreed by all. Action: Clerk to revise the budget with the 2% increase.

15. Updates on correspondence/ actions from previous meeting by Clerk

- a) Replacement of Strimmer/Brush-cutter – awaiting delivery due end of October
- b) Adoption of BT phone box – Princetown – awaiting response from Duchy regarding the licence for us to take over the box.
- c) Double Yellow lines – Princetown – Cllr Sanders reported he was meeting him the following day to discuss this.
- d) Council e-mail addresses and e-mail signatures – clerk has circulated instructions for adding signature to e-mails.
- e) Postbridge Cemetery – Tree Assessment – East Devon Tree Care have undertaken the survey (21 Oct) and will submit their report in due course.
- f) Postbridge - Speeding through the village – awaiting response from Highways Neighbourhood Officer – Cllr Sanders to discuss this with Highways Neighbourhood Officer.

16. Reports and Updates from Committees, Sub Groups and Special Interests: See [Councillor Briefing Notes](#) for details.

- a) LOVE (Love Our Village Enthusiasts) Project – Cllr Hazel Williams
- b) Tidy Princetown Sessions – Cllr Mark Williams – next session November 2nd
- c) The Plot - Community Garden - Cllr Hazel Williams
- d) CCTV System Check & any requests – no requests received this month
- e) Speedwatch - Cllr Gregg Manning
- f) Defibs - Cllr Greatrex offered to check the defib in Venville
- g) Primary School and PTA – Cllr Byrom
- h) Youth Club - Cllr Byrom

17. 2nd PUBLIC SESSION –

- a) Resident asked which junctions were identified for double yellow lines.

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

- a) **Devon Wildlife** – email received 15/10 with offer of trees for Parish. Council agreed that Crab Apple tress would be a good addition to the Play Park. Action: Clerk to place order.

- b) **Fire Service** – Annual consultation – deadline 26th November – for poster see Briefing Notes Appendix 5
- c) **Remembrance Day** – Wreath purchased Cllr Easton reported that the wreaths were still in place from last year, and needed to be removed.
- d) **VZSW /Dartmoor Livestock Protection Society** - additional 1000 collars purchased for cattle/ponies, following the success of the 250 purchased by Council with the VZSW funding. Cllr Mark Williams expressed thanks to Nigel Tigwell for securing the original funding and collars.

19. **Date of next meeting** - 1900 on Tuesday 26th November 2024
Princetown Community Centre
Public Session re Housing Development
To be followed at 1930 with the Council Meeting

Meeting closed: 2055