



Dartmoor Forest Parish Council

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6th May 2025

Minutes for the Annual Parish Meeting and Council Meeting **on 22nd April in Princetown Community Centre**

Present:

Hexworthy/Huccaby Ward:	Princetown Ward:	* Chair	** Vice Chair
Cllr Alison Geen **	Cllr Emma Byrom		Cllr Gregg Manning
Postbridge Ward:	Cllr Brenda Cotterill		Cllr Hazel Williams
	Cllr Gary Easton		Cllr Mark Williams*
Cllr Wendy Watson	Cllr Martin Grover		

Abbreviations used: **DFPC**: Dartmoor Forest Parish Council, **DCC**: Devon County Council,
DNPA: Dartmoor National Park Authority, **DoC**: Duchy of Cornwall, **WDBC**: West Devon Borough Council

Members of the public in attendance: 10 including Mark Renders (WDBC), Philip Sanders (DCC)

Annual Parish Meeting 2025 - Minutes

- 1. Apologies** – none
- 2. Annual Parish Meeting 2024 – Matters arising from last meeting** - none
- 3. Presentations by Local Organisations:** Representatives from the following organisations gave brief presentations on their work and role in the local community. Details of each will be loaded onto DFPC website in due course.
 - a) Princetown Library
 - b) Princetown Business Network
 - c) Princetown Charity Shop
 - d) High Moorland Women's Institute
 - e) Princetown Primary School –Parent, Teacher & Friends Association & Governors
 - f) Princetown Food Hub
- 4. Matters raised by Electors** – Opportunity for members of the Public to raise matters of concern, or suggest actions for the coming year – nothing raised.

Meeting closed 1925

Council Meeting – Minutes

Members of the public in attendance: 6 including Mark Renders (WDBC), Philip Sanders (DCC)

1. **Apologies** – none
2. **Declarations of interest** - none
3. **Acceptance of minutes** - As previously circulated for meeting on 25th March 2025. Council approved the minutes which were then signed by Cllr Mark Williams.
4. **Urgent decisions since last meeting** – none
5. **Recruiting to replace Cllr Greatrex and Cllr Manning** – Clerk updated on the process for filling the vacancies arising as a result of recent resignation of two Councillors.

Notice of Vacancy Postbridge ends 24th April

Notice of Vacancy Princetown will run Weds 23rd April to 15th May

So, it might be possible to co-opt for both vacancies at the May meeting. Action: Clerk to ensure vacancies advertised on noticeboards, website and FB page.

Cllr Mark Williams, on behalf of Council, expressed sincere thanks to both Cllr Manning and to Cllr Greatrex for their many years of service to Council and the Parish. Action: Clerk to notify WDBC and post notice of vacancy/cop-option as necessary.

6. **Vision for Princetown / DNPA Visitor Centre** – Cllr M Williams reported he attended a meeting recently with the Princetown Business Network and Matthew Morris (Duchy of Cornwall) who has subsequently released the following statement *'The Duchy of Cornwall is delighted to be working with the Princetown Business Network and Dartmoor Forest Parish Council as we embark on an exercise to shape a shared 'Vision for Princetown' which we hope will subsequently inform the production of a new place strategy for the village. This is the first step on a what we hope will be a collective journey towards a vibrant future for the community as a whole.'*

Cllr M Williams then asked if any other Councillors would like to take the lead on this. Cllr Cotterill stated she would be willing to be involved in support of Cllr M Williams.

7. **Parking Issues** – no issues raised at time of publishing the agenda. Cllr Geen suggested this is removed as a standing item from agenda going forwards unless issues are raised to the Clerk. Council agreed.
8. **Residents' issues or concerns** –
 - a) West Dart Valley - 1st quarter 2025 Report. Council is not in a position to take any action, but agreed that the resident's concerns were valid and that Council should continue to be informed and offer support as appropriate.
 - b) Proposed catering van once a week at Ramblers Rest – Council contacted 11/04/25 by Jack Hanks of the Pleasing Cheesing Pizza Company as follows: *'I would be grateful if you could include my pizza business on the agenda for the upcoming Dartmoor Forest Parish Council meeting on 22 April. I'm planning a collaboration with the Rambler's Rest in Princetown, and I'm enthusiastic about the opportunity to offer an affordable dinner option for the local community.'* Jack Hanks was invited to address Council to explain his plans to operate on Saturday evenings. Council stated that it was not in its power to grant permission for this, but assuming Mr Hanks has the relevant

certificates/permissions to run a mobile catering business, it had no issues with his proposal and wished him every success.

9. **1st PUBLIC SESSION** - Residents are invited to give their views and question the Parish Council on agenda items, or raise issues for future consideration.

- a) Cllr Philip Sanders provided a brief update on DNPA budget for 2025/26 which has now been finalised. He also reported Devon County Council have now set a balanced budget, with a slight increase to Transport but a significant proportion going to children and adult social care.
- b) Cllr Geen asked a question of Cllr Sanders regarding DCC Highways patching the road between Dartmeet and Two Bridges resulting in the whole length of road being closed. She questioned if it was necessary to close entire length of road, which then causes massive inconvenience to local resident and businesses. Action: Clerk to contact DCC Highways to express concerns and ask in future to keep road open during such repairs if possible.
- c) Cllr Mark Renders (WDBC) mentioned the possible devolution within Devon, but stated that discussions were no closer to reaching a decision on the way forward.
- d) Resident raised a query regarding the lack of a footpath between Stoney Cliff behind the Post Office to Tavistock Road. Action: Clerk to add to agenda for May meeting.

10. **Planning** – Council considered and discussed the application listed below.

[25/0021 Tree Conservation Consultation Letter](#) - Notification at HM Prison Dartmoor, Tavistock Road, Princetown, PL20 6RR

Proposed by Cllr Easton, seconded by Cllr Manning and agreed by 8 (one abstention Cllr M Williams) to SUPPORT this application. Action: Clerk to respond to DNPA.

11. **Play Park** – Cllr M Williams reported on weekly inspections. RoSPA Annual Inspection Report has been received identifying a small number of issues to be addressed. Action Plan has been updated to reflect this. Action: Meeting to be arranged with Cllr M Williams, Clerk and Lengthsman to prioritise the necessary work.

Cllr H Williams reported on plan for the next phase of development – a Sensory Garden, which has been drafted and costed by the working group. The proposed size of this is approx. 5m x 10m. Action: Cllr H Williams will now submit funding applications to raise the funds necessary to take this forward. Duchy and RoSPA to be made aware of the plans, and hopefully to obtain their support.

12. **Financial management** - see Financial Report for details

- a) Payments approved by Council – to be authorised by Cllr Geen and Cllr Easton. Clerk reminded Council that an additional signatory will need to be identified to replace Cllr Manning.

Ref	Date	Payee	Details	Amount	BACS amount
1882	22/04/2025	Devon Association of Local Councils	NALC/DALC Affiliation & Service Charge	£ 440.44	
1883	22/04/2025	PlaySafety Ltd	RoSPA Inspection	£ 144.00	
1884	22/04/2025	Princetown Community Centre	Room Hire 08.04.25 - D Cole Meeting	£ 8.00	
1885	22/04/2025	Jackie Bennetts	Clerk Pay	£ 627.49	£ 702.80
1886	22/04/2025	Jackie Bennetts	Clerk Expenses - Suspension File inserts	£ 7.99	
1887	22/04/2025	Jackie Bennetts	Clerk Expenses - Magnolia Paint	£ 22.77	
1888	22/04/2025	Jackie Bennetts	Clerk Expenses - Mileage 2024/25 99 miles@ 45p p mile	£ 44.55	
1889	22/04/2025	David Cole	Lengthsman Pay	£ 453.88	£ 486.86
1890	22/04/2025	David Cole	Lengthsman Expenses	£ 32.98	
1891	22/04/2025	DM Payroll Services Ltd	Annual Fee	£ 132.00	
1892	22/04/2025	Joanna Glover	Various expenses - PLOT	£ 174.63	
1893	22/04/2025	Hazel Williams	Various expenses - PLOT-LOVE - Play Park	£ 243.16	
Total				£ 2,331.89	

- b) Clerk outlined the arrangements for internal audit of accounts 2024/5 and AGAR submission. Clerk has contacted internal auditor, who will review the accounts and prepare his report for the May meeting.
- c) Quotes for Insurance 2025/6 - Clerk has contacted three insurers to request quote for insurance cover. Clerk informed Council that in doing so Insurers were asking for comprehensive and up to date risk assessments, volunteer records and training records for all activities. Policy due for renewal 1st June, so quotes need to be received for discussion at May meeting. Action: Clerk to progress and put on agenda for May.

13. Updates on correspondence/ actions from previous meetings

- a) Adoption of BT phone box – Princetown – Clerk reported no further progress, but still chasing Duchy to obtain necessary licence from them.
- b) Proposed disconnection of Rundlestone BT phone box (as emailed 21/04/25)
Council discussed and expressed concerns. This box is in a remote part of the Parish and with the proposed or actual removal of other BT phones in parish and neighbouring parishes it will leave no provision for making emergency calls, other than by mobile phone. Mobile coverage remains patchy in areas and is dependent on phones having sufficient charge etc. Council agreed to submit comments to WDBC requesting the phone box is retained on safety grounds. Actions: Clerk to respond to the consultation by deadline 23rd May.
- c) Better Signage to DNPA Car Park – as raised at February meeting –Cllr Williams has emailed DNPA to ask for additional finger post, Richard Drysdale has responded saying he will look into it.
- d) Drainage issue on track near Postbridge Cemetery –Cllr Watson updated Council following a visit to the site and speaking with local resident who raised the initial concern. Given the long dry spell there is no issue currently. Resident stated that hedges had previously been trimmed back by either Duchy or DNPA (they were unsure) along with the ditch being cleared. This has not been done for some time and the culvert under the track has now become blocked. Action: Clerk to contact

DNPA and Duchy to find out if they have previously undertaken the work, and if it can be actioned again.

14. Reports and Updates from Committees, Sub Groups and Special Interests:

- a) LOVE (Love Our Village Enthusiasts) Project – Cllr Hazel Williams
 - Local resident has volunteered to print the labels for the planters free of charge.
 - New sponsor JP Blackmoor £75 and DPA have also expressed interest in sponsoring again.
- b) Tidy Princetown Sessions – Cllr Mark Williams reminded Council the next session is on 3rd May.
- c) The Plot - Community Garden - Cllr Hazel Williams
 - Negotiations underway with Youth Club and Duchy of Cornwall to secure a formal lease for The Plot at a peppercorn rent.
- d) CCTV System Check & any requests – CCTV Working
 - System Checks completed: 01/04 GM, 17/04 HW, 21/04 JB – all working
 - Clerk identified the need to identify a replacement for Cllr Manning asap. Cllr Williams to cover both checks in the interim.
- e) Speedwatch - Cllr Gregg Manning explained that Speedwatch can continue to operate when he leaves Council as D&C Police are responsible for providing training, equipment and insurance for Speedwatch and the volunteers. Speedwatch was adopted by Council a few years ago and currently holds £1336.45 on behalf of Speedwatch.
- f) Defibs – Cllrs Geen and Watson – nothing to report, all working. New paed pads to be ordered for defib at Princetown as they expire 8th May. Clerk queried if it was still necessary to have paed pads in the village, Cllr Byrom explained that there is a child in the school currently with a condition which may require use of defibrillator. Council agreed to retain the paed pads. Action: Clerk to order.
- g) Primary School and PTA – covered by the presentation earlier in the evening.
- h) Youth Club – Cllr Byrom reported Senior club is not currently running due to a lack of staff member, but younger sessions were being run by the one staff member supported by parents/volunteers.
- i) Litter Picking the Play Park - working well at the moment with Councillors looking after this.
- j) VE 80 Day – Cllr M Williams reminded Council that the crab apple tree had been planted in the Play Park and a plaque will be put in place to mark VE Day 80. Cllr Byrom explained school were going to parade through the village on the day and hold a lunch. Council agreed to place a wreath on the war memorial. Action: Clerk to order wreath.

15. 2nd PUBLIC SESSION –

Cllr Renders (WDBC) asked the whereabouts of the keys for the new lock on the gates to the car park. Action: Cllr M Williams and Cllr Renders to locate them.

16. 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) Dartmoor Legend Cycle Event taking place May 10th [Dartmoor Legend - Sportiva Events](#) which is also Ten Tors weekend.
- b) Road Closure [250416 TTRO2562950 On Site Notice.pdf](#) B3212 Dartmeet to Dunnabridge 14th to 19th May Hours: 1900 – 0600
- c) Cllr Manning stated that he had thoroughly enjoyed his time on Council and was looking forward to seeing things ‘from the other side of the table’.
- d) Cllr Watson attended the Postbridge Village Hall AGM. They need to secure funding for a bore hole to supply water to the hall. They will be contacting Council to request a donation.
- e) Clerk reminded Council of the need to review policies and risk assessments in the coming months.

17. Date of next meeting - Annual Council Meeting
1930 on Tuesday 27th May 2025

Meeting Closed 2053