



# Dartmoor Forest Parish Council

Parish Clerk: Jackie Bennetts,  
Applegarth, Walkhampton, Yelverton, PL20 6JP  
Telephone: 07508 330873

Email: [clerk@dartmoorforestparishcouncil.gov.uk](mailto:clerk@dartmoorforestparishcouncil.gov.uk)

Website: [www.dartmoorforestparishcouncil.gov.uk](http://www.dartmoorforestparishcouncil.gov.uk)

10<sup>th</sup> June 2025

## Minutes for the Council Meeting on 27<sup>th</sup> May in Princetown Community Centre

Present:

Hexworthy/Huccaby Ward:	Princetown Ward:	* Chair	** Vice Chair
Cllr Alison Geen **	Cllr Emma Byrom		Cllr Martin Grover
<b>Postbridge Ward:</b>	Cllr Brenda Cotterill		Cllr Hazel Williams
	Cllr Gary Easton		Cllr Mark Williams*
Cllr Wendy Watson	Cllr Lian Edis : co-opted		

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,  
**PBN**: Princetown Business Network

**Cllr Mark Williams chaired the meeting**

Members of the public in attendance: 6

1. **Apologies** – none
2. **Declarations of interest** – Cllr Grover declared a potential interest in Item 12a due to living on Station Road, although not directly affected by proposed development.
3. **Chair's Annual Report** – Cllr Mark Williams to give brief summary May 2024 - May 2025

*'It has been a great privilege for me to have been Chair over the last 12 interesting months. Over the year there have been several changes amongst our Councillors for various reasons. I would like to thank both those who have left us, and also our present Councillors, for their diligence and hard work. All our Councillors are unpaid volunteers, working tirelessly for the community.*

*I would also like to thank our Clerk, Jackie, who we couldn't possibly carry on without, for her diligence and professionalism, and our Lengthsman, David, for his efforts.*

*Dartmoor Forest Parish Council is dedicated to enhancing the well-being and sustainability of our unique community by fostering local spirit, providing essential services, and advocating for the needs of our residents.*

*To this end, we have various projects:*

- *Tidy Princetown, who litter pick every month*
- *The Love Our Village Enthusiasts, who gain sponsorship from local businesses to adorn the village with planters filled with flowers*
- *And The Plot, Princetown Community Garden*

*As Chairman, I would like to also thank the volunteers of Gardening The Grounds for their priceless help of keeping Princetown Churchyard in great and respectful condition.*

**What are our responsibilities as a Council?**

*We have a small but interesting say in local Planning Applications, although DNPA have the final say.*

*We manage the CCTV system, and can provide footage for the purpose of crime prevention to the Devon and Cornwall police on request.*

*We look after Postbridge Cemetery, Princetown Play Park, the bus shelters, benches and even the BT phone boxes.*

*Most importantly, we look after the community, meaning we lobby relevant bodies regarding anything that may affect the Parish. A notable example is the impending closure of the Visitor's Centre. We are working with all parties to find a new model for the premises, to the benefit of the Parish.*

*The majority of Council's money comes from the Precept, paid for by local residents via their Council Tax. This year we had to take the difficult decision to increase the Precept by 5%. This was largely necessary due to increases in Employer NI contributions and monthly bank charges. As a resident you can be sure that every penny is accounted for, and nothing is wasted. We as a Council always seek to get the best value in everything we do.*

*DFPC serve our isolated community by proactively addressing local needs, maintaining vital resources, and championing the voice of our residents to ensure a vibrant and resilient future for the Parish. Thank you.'*

Full [Annual Summary 2024-25](#) available on DFPC website.

4. **Election of Chair & Vice Chair** – Election of officers for the year May 2025 – May 2026.  
Cllr Watson proposed Cllr Williams as Chair, seconded by Cllr Byrom. Council voted – all in favour. Cllr Williams signed the 'Acceptance of Office'.  
Cllr Grover proposed Cllr Geen as Vice Chair. Cllr Hazel Williams seconded, Council voted, all in favour. Cllr Geen signed the 'Acceptance of Office'  
**Cllr Mark Williams presided as Chair for the remainder of the meeting**
5. **Urgent decisions since last meeting** – none
6. **Acceptance of minutes** - As previously circulated for meeting on 27<sup>th</sup> April 2025. Council approved the minutes which were then signed by Cllr Mark Williams.
7. **Co-option to fill the Postbridge Vacancy** - no expressions of interest received to date.  
Action: Clerk to put on agenda for June meeting.
8. **Co-option to fill the Princetown Vacancy** - One expression of interest received from Lian Edis, circulated to Council prior to the meeting. Ms Edis left the meeting while Council briefly discussed and agreed to co-opt her to Council. Proposed by Cllr Geen, seconded by Cllr Easton and agreed by all. Ms Edis then returned to the meeting, signed the Acceptance of Office and took her place at Council for the rest of the meeting. Action: Clerk to send Notification of Interests form and Induction information to Cllr Edis.
9. **Vision for Princetown / DNPA Visitor Centre** – Cllr Mark Williams updated on the current situation, and actions taken since the last meeting. He will continue to attend meetings with Duchy, DNPA and PBN in developing the 'Vision for Princetown'. Next meeting is on 11<sup>th</sup> June with Rob Hines – Rural Solutions (Consultants). Cllr Cotterill will also attend this meeting. DNPA are being asked to reconsider planned closure of Visitor Centre in October.
10. **Residents' issues or concerns** –
  - a) As raised at April meeting – lack of footpath from Stoneycliff to Tavistock Road, Cllr Grover offered to investigate the situation with the resident concerned and Cllr Renders (WDBC) and report back to the June meeting.

11. **1<sup>st</sup> PUBLIC SESSION** - A number of residents attended to voice their views regarding the planning application 0168/25 land adjacent to Moorland View:

Loss of Wildlife: do not believe the mitigating measures proposed will be effective - once the wildlife has gone, it is unlikely to return.

Flooding concerns: do not feel that the reports adequately identify the risk, and therefore measures will not prevent flooding of properties/land in the area.

Lack of jobs for new residents, limited public transport provision making it necessary to have cars.

Parking: existing situation does not cater for the number of vehicles, development does not provide sufficient parking spaces for the increase with new residents. Will inevitably lead to vehicles being parked on nearby roads, blocking gateway access to the moors, encroaching on junctions.

12. **Planning** – Council discussed the applications below and agreed on response to DNPA

- a) [0168/25](#) Consultation Request Letter - Application at Land Adjacent to Moorland View, PL20 6QZ. A number of Councillors have visited the site and looked in detail at the application. Reports can be found in the Briefing notes.

At the meeting in September 2024 when this proposed development was discussed with WDBC representatives, the majority of Councillors stated they were, in principle, in support of the develop and would encourage residents to respond to the public consultation being run by WDBC. However, at this meeting, having looked in detail at the application, visiting the site and listening to residents views, Council raised and discussed a number of concerns regarding this proposed development:

- Capacity of local infrastructure – mainly regarding drainage and management of run off from the moors in heavy rain
- Highway Issues – the impact on parking space availability and the potential for vehicles to be parked on and around Station Road, causing safety issues
- Adverse impact on nature conservation interests and biodiversity - Impact to wildlife through loss of habitat

Council then voted: 1 in support, 7 Objections and 1 abstention.

- b) Appeal Notification Letter - W/25/3363561 - Land at Lakehead Hill, Postbridge, Yelverton, PL20 6TW ref [028/24](#) which Council recommended APPROVAL at meeting February 2024. Council decided not to make any further representation on this matter.

13. **Play Park** –

- a) Cllr Grover updated on Inspections, reporting no new issues identified.
- b) Action Plan – RoSPA report identified need to replace the fencing at the bottom edge. Quotes to be obtained for replacement to include materials and labour. Depending on the cost the entire fence could be replaced, or infills to make temporary repairs. See Appendix 3 for updated Action Plan
- c) Feedback from working group on next phase of development and funding application. Application for £22,666 submitted to the National Lottery. 4 month lead time for initial response, then they will want more details before the final decision.

14. **Insurance** – Clerk obtained quotes from existing Insurer and three alternatives. Quotes circulated to Council prior to the meeting. Proposed by Cllr Geen, seconded by Cllr Hazel

Williams, agreed by all, to remain with current provider, as they offered the best quote by some margin. Action: Clerk to notify and renew policy.

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

a) Payments approved by Council – to be authorised by Cllr Geen and Cllr Easton.

Payment Authorisation Sheet				Meeting:	27th May 20
Ref	Date	Payee	Details	Amount	BACS amount
1901	May	Lloyds Bank	Monthly Service Charge	£ 4.25	DD 18/05/25
1902	May	Jackie Bennetts	Clerks Expenses - Defib Pads Paeds (Venville) 30/04/25	£ 132.00	£ 821.97
1903	May	Jackie Bennetts	Clerks Expenses - VE Day 80 - Poppy Wreath 29/04/25	£ 24.99	
1904	May	Jackie Bennetts	Clerks Expenses - VE Day 80 Memorial Plaque 09/04/25	£ 35.00	
1905	May	Jackie Bennetts	Clerks Expenses - Black Fountain Pen (Burial Records)	£ 2.49	
1906	May	Jackie Bennetts	Clerk Pay	£ 627.49	
1907	May	Hazel Williams	Expenses - LOVE Plant pots	£ 24.95	£ 280.91
1908	May	Hazel Williams	Expenses - Play Park - Teak Oil	£ 26.98	
1909	May	Hazel Williams	Expenses - LOVE Planters wooden	£ 209.98	
1910	May	Hazel Williams	Expenses -LOVE compost	£ 19.00	
1911	May	David Cole	Lengthsman Pay	£ 453.88	£ 546.86
1912	May	David Cole	Lengthsman Expenses	£ 60.00	
1890	April	David Cole	Lengthsman Expenses (Payment not made in April - Bank error)	£ 32.98	
1913	May	Zurich Insurance	Premium 2025/26 Policy No YLL-2720446883	£ 582.86	£ 582.86
1914	May	Don Agnew	Internal Audit 2024/25	£ 50.00	£ 50.00
1915	May	Joanna Glover	Expenses -PLOT - plant labels- Lawsons	£ 5.50	£ 115.65
1916	May	Joanna Glover	Expenses -PLOT - compost/labels- mole	£ 25.99	
1917	May	Joanna Glover	Expenses -PLOT - plants- Plym garden centre	£ 7.98	
1918	May	Joanna Glover	Expenses - LOVE - compost - mole	£ 41.98	
1919	May	Joanna Glover	Expenses - LOVE - timber.tinhay	£ 34.20	
Total				£ 2,402.50	£ 2,398.25

b) Lloyds signatory to replace Greg Manning – Cllr Mark Williams has agreed to become signatory. Action: Clerk to follow up with Lloyds.

c) Credit Account at Mole Valley – Clerk has investigated setting up a credit account, primarily for PLOT/LOVE/ Lengthsman to use to purchase equipment as necessary. Clerk outlined concerns about managing the account, particularly as they issue invoices on the 14<sup>th</sup> and 28<sup>th</sup> of each month, with terms of 14 days. This doesn't work with the current Council process of approving payments each month. Council agreed not to go forward with this.

**16. 2024/25 Annual Governance and Accountability Return**

a) Council received and noted Bank Reconciliation and Variance Analysis

b) Council received and noted Internal Auditor report

c) Council considered and approved the Annual Governance Statement, which was then signed by Chair & Clerk.

- d) Council considered and approved the Accounting Statement which was then signed by Chair

Action: Clerk to submit AGAR to external auditors, and publish 'Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return.'

17. **Ride on Mower** – Council discussed current issues with mower and agreed to investigate the cost of getting it repaired. Action: Clerk has arranged with local company to collect mower and look at what is causing the issue and get it repaired economically viable.

18. **Request from Postbridge Village Hall** - Council considered request for donation to secure water supply from a bore hole, as received by e-mail from Elaine Smerdon (PVH Secretary)

Council agreed to make a donation of £75, proposed by Cllr Easton, seconded by Cllr Cotterill, agreed by all. No budget had been identified for donations to be made in this financial year, but Council agreed to make this from the interest earned in 2024.25 on the long- term savings account. Action: Clerk to notify Elaine, payment to be made at June meeting.

19. **Updates on correspondence/ actions from previous meetings**

- a) Adoption of BT phone box – Princetown – ongoing – still awaiting licence from Duchy
- b) Drainage issue on track near Postbridge Cemetery. Action: Clerk to contact DNPA & Duchy to find out who has trimmed hedges and cleared culvert in the past.

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

- a) CCTV System Check & any requests – System Checks completed: 01/05 HW, 14/05 HW, 21/05 JB – all working

No requests for footage received.

Cllr Edis agreed to be the second Councillor who has access to the CCTV system.

Action: Clerk to arrange for her log-in, and send set-up information.

- b) LOVE (Love Our Village Enthusiasts) Project – Cllr Hazel Williams

Four sponsors to date, with £725 donated this year.

New wooden planters for the Duchy outside the Visitor's Centre and Charity Shop.

- c) Tidy Princetown Session – Cllr Mark Williams - A fantastic effort was made by the team to weed and tidy around the War Memorial in preparation for VE 80 day.

Next session Saturday 7<sup>th</sup> June, which happens to be the same day as the Dartmoor Ultra Marathon.

- d) The Plot - Community Garden - Cllr Hazel Williams

Lease now signed and finalized for The Plot with the Youth Club, backed by the Duchy.

Successful plant sale made over £250 for The Plot and drew good attention to the Community Garden.

- e) Litter Picking Play Park – Cllrs Grover, M Williams and Easton reported that the current system is working well.

- f) Defibs – Cllrs Geen and Watson – no issues reported (new paed pads fitted Princetown Venville House 08/05) Cllr Geen offered to compare prices of different suppliers for the pads.

- g) Speedwatch - Greg Manning – no report available.

- h) Primary School and PTA – Cllr Byrom reported the school had applied for and benefited from a substantial legacy. Also that she will be leaving Princetown at the end of the

summer term, moving to a new school, and therefore will have to stand down from Council at the July meeting.

- i) Youth Club – Cllr Byrom reported they are recruiting for additional staff member, deadline on Friday. She will continue as Chair of Youth Club.
- j) Gardening the Grounds – PCMF – Hazel Williams  
Installation works have begun on the swift nest boxes in the church tower. This is a collaborative project with Gardening The Grounds, the Devon Swift Project, and the Churches Conservation Trust. I have alerted Guy Boswell from the Tavistock Times and given him contact details.

The Community Payback team are back after an absence of 6 months. They are most enthusiastic to get the grounds back under control.

**21. 2<sup>nd</sup> PUBLIC SESSION – nothing raised**

**22. 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) Temporary Traffic Notice - ROAD FROM TWO BRIDGES TO LOWER CHERRYBROOK BRIDGE, Dartmoor Forest (TTRO2563375) June 11 – June 15 inclusive for surface dressing.
- b) Email 23/05 received from resident Hexworthy regarding the debris still in the ditch opposite Jolly Mead. Vegetation now growing throw it and will block ditch. Cllr Geen to investigate who cut back the vegetation and ask them to clear the ditch. To go on agenda for June meeting.
- c) Policy Review – to be on June Agenda to decide who is reviewing which policies and when. (See Appendix 4)
- d) Cemetery- Clerk reported enquiries: One re Plot Purchase, one re Ashes interment and memorial stone.
- e) Cllr Easton – expressed concern that some residents appeared to be unaware of the proposal for additional double yellow lines in the village
- f) Cllr Easton also reported an increased number of sheep/lambs on the road between Two Bridges and Dunnabridge.
- g) Cllr Watson – has been approached by Postbridge resident about a tree which has fallen onto a wall and potholes on the road. Resident to be encouraged to report both to DCC Highways online.

**23. Date of next meeting -**

**Council Meeting**

1930 on Tuesday 24<sup>th</sup> June 2025  
Princetown Community Centre

Meeting closed at 2128