



Dartmoor Forest Parish Council

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7th October 2025

Minutes for the Council Meeting on 23rd September 2025 in Princetown Community Centre

Present:

Hexworthy/Huccaby Ward:	Princetown Ward:	* Chair	** Vice Chair
Cllr Alison Geen**		Cllr Martin Grover	
Postbridge Ward:	Cllr Brenda Cotterill	Cllr Hazel Williams	
Cllr Elaine Smerdon	Cllr Gary Easton	Cllr Mark Williams*	
	Cllr Lian Edis		

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: 2

1. **Apologies** – Cllr Wendy Watson
2. **Declarations of interest** – Cllr Wendy Watson declared interest prior to the meeting, in Item 11a as land is owned by her Brother-in-Law.
3. **Urgent decisions since last meeting** – none
4. **Acceptance of minutes** - As previously circulated for meeting on 26th August 2025 Council approved the minutes which were then signed by Cllr Mark Williams.
5. **Princetown Vacancy** – Clerk reported that WDBC had given approval to co-opt to fill the vacancy. The vacancy will be advertised on DFPC website, FB and noticeboard. Deadline for interested applicants is the 20th October for co-option at October meeting. Action: Clerk to advertise vacancy.
6. **'Vision for Princetown'** – Cllr Mark Williams updated on developments and actions since last meeting. It is hoped that at the next meeting the Duchy will be able to release information to residents. Next meeting is on the 29th September – Cllr Mark Williams and Cllr Brenda Cotterill will attend. Council agreed to invite Emma Magee to attend the October meeting to discuss the Vision, and report on progress. Clerk to Action.
7. **Residents' issues or concerns** –
 - a) Claremont House – Cllr Martin Grover raised the ongoing state of disrepair and asked Council what could be done to get the owner to improve the building. Council discussed this long standing concern. Council has previously written to the owner asking them to make the building safe, and last year the building was reported to both WDBC and Devon Building Control, but that nothing appears to have changed/improved. Action: Clerk to contact Cllr Mark Renders WDBC to find out what the current situation is.

Signed by Chair:

28th October 2025

Dependant on the response Council could escalate the issue again with Devon Building Control.

8. **Updates from Devon County Councillor and West Devon Borough Councillor – Cllr Grover** requested a standing agenda item rather than having to wait until the Public Session. Council agreed. Action: Clerk to inform both Councillors and include item on future agenda.
9. **Policy Review –** Council to consider and adopt revised documents See appendix 1 for schedule
 - a) Financial Regulations - moved to November meeting to allow time for Councillors to review the revised document.
 - b) Burials Procedure - ongoing due to Clerk workload
 - c) Public Seating – due Oct 2025 - Cllrs Edis and Cotterill agreed to review document.
10. **1st PUBLIC SESSION –** Gregg Manning presented this Speedwatch report (see Item 17f) He then left the meeting.
11. **Planning –** Council considered and discussed the application below
 - a) Pre Application Consultation- Proposed Telecommunications installation at: Land at Greyhound Farm, Near National Park Visitor Centre, B3212, Postbridge PL20 6TH

Council agreed to make no response at this stage and wait until the planning application is submitted to DNPA.
12. **Princetown Sensory Garden –** Cllr Hazel Williams updated on the National Lottery Funding Application. Stage 2 fully costed application has been submitted to National Lottery 18.09.2025. Total requested: £46,264.00. Letter of support received from Duchy of Cornwall, and letter of approval confirming no planning permissions required received from DNPA.
13. **Princetown Calendar –** Cllr Cotterill updated on progress to date and next actions. Images donated by Helen Jackson (Dartmoor Photographer) have been uploaded to DFPC FB page and public are currently voting for their favourites. Closes end September. Sponsors being approached to help with funding the calendars this year, and outlets being approached for sales. Need to finalise the arrangements for point of sale etc. Copy and images will be finalised in early October for printing. Aiming for distribution end October onwards. Action: Clerk to monitor 'likes' and liaise with Cllr Cotterill in early October to finalise the images and get calendar printed.
14. **Play Park –**
 - a) Update on Weekly Inspections - The hedge alongside the road (both sides) needs trimming back. The road side of the hedge is the responsibility of Princetown Community Centre. Cllr Grover will do inspections in October. Action: Clerk to contact PCC Trustees and draw their attention to the hedge needing to be trimmed and fence needing repair also.
 - b) Action Plan – progress since last meeting See Appendix 2
 - c) Litter Picking - Cllrs Grover, M Williams, Easton – continues to work well.
15. **Financial management -** see Financial Report for details
 - a) Payments approved by Council, to be authorised by Cllr Geen and Cllr Grover.

Ref	Meeting	Payee	Details	Amount
1964	06.Sept	Lloyds Bank	Monthly Service Charge 10/07 to 9/08	£ 4.25
1965	06.Sept	HMRC	PAYE to Sept 2025	£ 96.72
1966	06.Sept	Princetown Community	Room Hire Sept25 to March 26	£ 140.00
1967	06.Sept	PKF Littlejohn	External Audit Fee	£ 252.00
1968	06.Sept	Jackie Bennetts	Expenses - mileage - Postbridge 20miles	£ 9.00
1969	06.Sept	Jackie Bennetts	Clerk Pay (plus back pay for pay award April 2025)	£ 728.70
1970	06.Sept	David Cole	Lengthsman Pay + Contracting work	£ 658.13
1971	06.Sept	David Cole	Lengthsman Expenses	£ 40.00
1972	06.Sept	Gary Easton	Expenses - Postbridge notice board	£ 22.49

- b) AGAR complete – Clerk reported the External Auditor Report has been received and has been uploaded to DFPC website as required.
- c) Budget planning for 2026/27 - Clerk reminded Council that the budget and Precept request will need to be approved at the December meeting. Council to consider whether to increase the precept request for 2026/7 for discussion at October meeting. Action: Clerk to put on agenda.

16. Updates on correspondence/ actions from previous

- a) DCC Highways re B3357 cats-eyes Hexworthy junction to Dunnabridge – Cllr Geen to pinpoint (W3W) where the cats eyes are still missing and then draft letter for Clerk to send.

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

- a) CCTV System Check & any requests – CCTV Working Group
- System Checks completed: 31/08 HW, 15/09 LE, 21/09 JB – all working
 - Duchy have agreed to supply power, broadband to the system once DNPA leave the building at end March 26. DNPA confirmed current arrangement will continue until then.
 - OPCC's CCTV funding scheme 2025 – Council discussed whether to make an application – proposed by Cllr Easton, seconded by Cllr Smerdon Council agreed not to make an application at this time.
- b) LOVE (Love Our Village Enthusiasts) Project – Cllr Hazel Williams - nothing to report
- c) Tidy Princetown Sessions – Cllr Mark Williams - Cllr Edis will lead October session.
- d) The Plot - Community Garden - Cllr Hazel Williams- Donated weekly Harvest Boxes to Food Hub over the Autumn.
- e) Defibs – Cllrs Geen, Watson, Grover – no issues reported.
- f) Speedwatch - Greg Manning – see Item 10 and report.
- g) Primary School and PTFA – Josh Bullock (New Head Teacher) – no report
- h) Youth Club – Emma Byrom – no report
- i) Gardening The Grounds – Hazel Williams - nothing to report

18. **2nd PUBLIC SESSION** – Lengthsman queried who was supplying the Christmas tree for the village centre and St Michaels which is normally put in place the first weekend in December. Action: Clerk to contact Duchy to ask if they are able to supply trees. Clerk to contact DNPA to check power will be available for the lights for the tree outside Visitor Centre.

19. **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) Cllr Easton - asked that 'road drains' in Princetown are put on agenda for October meeting as several are completely blocked.
 - b) Cllr Cotterill – asked that 'bins' is added to the agenda for the next meeting.
 - c) **20 is Plenty** has been adopted by Devon County Council, but it will fall to individual Parish Councils to fund the changes.
 - d) **BT / EE Digital Voice Engagement Event** 15th October, Princetown Visitor Centre
 - e) **Cemetery** – Clerk has received enquiry 19/09/25 regarding purchase of plot from non - Postbridge resident. To be on agenda for October meeting.
20. **Date of next meeting - Council Meeting**
1930 on Tuesday 28th October 2025
Princetown Community Centre

Meeting closed 2112