



# Dartmoor Forest Parish Council

Parish Clerk: Duncan Swift

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5<sup>th</sup> March 2026

## Minutes for the Council Meeting on 24<sup>th</sup> February 2026 in

### Princetown Community Centre

Present:

<b>Hexworthy/Huccaby Ward:</b>	<b>Princetown Ward:</b>	* Chair	** Vice Chair
Cllr Alison Geen**	Vacancy	Cllr Martin Grover	
<b>Postbridge Ward:</b>	Cllr Brenda Cotterill	Cllr Mark Williams *	
	Cllr Gary Easton	Cllr Hazel Williams	
Cllr Wendy Watson	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: 3.

Meeting advised by Clerk that it was being recorded for the sole purpose of preparing the minutes.

- Apologies & approvals** – Cllr Elaine Smerdon (Postbridge), Cllr Michael Fife-Cook (DCC), Cllr Mark Renders (WDBC). Apologies approved by Cllr Mark Williams.
- Declarations of interest** – Cllr Alison Geen possible pecuniary interest identified in relation to planning application 048/26 at agenda item 12 and to be recused in any vote on it.
- Urgent decisions since last meeting** – none.
- Acceptance of minutes** - As previously circulated for meeting on 27<sup>th</sup> January 2026. Council approved the minutes which were then signed by Cllr Mark Williams.
- Updates from Devon County Councillor and West Devon Borough Councillor** – None received. Action: Clerk to put the item on agenda for March.
- Princetown ward vacancy** – Council agreed to readvertise the position with a revamped advertisement. Action: Cllr Hazel Williams will lead process of collating ideas and material supported by Cllr Lian Edis, to put to Council seeking possible appointment by April meeting. Clerk to put on Agenda for March meeting.

Signed by Chair:

24<sup>th</sup> March 2026

7. **Additional Defib for Princetown** – Council discussed possible sites to be discussed with Mark Renders (WDBC). Action: Cllr Brenda Cotterill and Cllr Martin Grover will ascertain options to report at March meeting. Clerk to put on Agenda for March meeting.
8. **Phone Box, Woodville** – Council noted broken door removed for safety and put into safe-keeping. Action: Clerk to research ownership, contacting predecessor familiar with it, and to put on Agenda for March meeting.
9. **Local Government Reorganisation - Consultation** – Council considered and agreed to make no submission to it and to await its outcome.
10. **Residents' issues or concerns** – Council considered issues below:
  - a) Request for additional grit bin at the bottom of Burrator Avenue, Princetown (funding for additional bin).  
Prior to meeting Cllr Michael Fife-Cook (DCC) advised Localities Fund could not meet the cost. Council noted residents at the top of Burrator Avenue could also access the yellow grit bin located nearby in Woodville Avenue.  
Action: Given nearby Woodville Avenue grit bin access, Clerk to ask DCC Highways if grit bin at the top of Burrator Avenue can be relocated to the bottom of the Avenue.
  - b) Dog mess in Jubilee Field, Princetown (cost of signs).  
Council considered cost of additional 'bag your dog poo' signs. Cllr Mark Williams proposed two A4 signs of 3mm thickness be purchased to be located on the two kissing field access gates. Seconded by Cllr Alison Geen and agreed by All. Action: Clerk to purchase the two additional signs for Lengthsman to put in place.
11. **1<sup>st</sup> PUBLIC SESSION** –
  - a) Resident reported flooding on Two Bridges Road in recent heavy rain, not clearing sufficiently causing traffic and pedestrian road-safety problems, particularly for c.20 residents in the eight nearby houses. Action: Clerk to notify Highways Agency of these problems with What Three Words location details. Lengthsman to inspect ditches and drains at the location and clear as necessary.
12. **Planning** – Council considered and discussed the application listed below:
  - a) 048/26 - Application at Brimpts Farm, Dartmeet PL20 6SG. Cllr Hazel Williams proposed that Council recommend approval, seconded by Cllr Gary Easton, voted 4 in agreement, with 3 abstentions and Cllr Alison Geen recused. Action: Clerk to respond to DNPA.
13. **Request for funding from Crimestoppers South West Region** – Council discussed request that had been revised prior to the meeting for a £75 donation. Council agreed it did not have sufficient budget to accommodate this request. Action: Clerk to advise the applicant by email of this conclusion; and, to draft a timeframe to guide future funding applicants for Council to approve for insertion in its Procedure 2.1 - Grants and Donations policy document.

#### 14. Financial management - see Financial Report for details

a) Payments approved by Council, to be authorised by Cllr Alison Geen and Cllr Gary Easton:

Ref	Payee	Details	Income	Expense	BACS amount
2036	Lloyds Bank	Monthly Service Charge 10/12 to 9/01	£ -	£ 6.29	dd
2037	R Brenton - Forest Inn	Refund Unsold Calendars INV 17/25	£ -	£ 64.00	£ 64.00
2038	Prince of Wales Pub	Refund Unsold Calendars INV 15/25	£ -	£ 16.00	£ 16.00
2039	Citizens Advice	Donation as Agreed 27.1.26 Item x	£ -	£ 75.00	£ 75.00
2040	Jackie Bennetts	Clerk Pay	£ -	£ 644.16	£ 1,995.73
2041	Jackie Bennetts	Clerk Expenses - PLOT - Polytunnel	£ -	£ 1,220.00	
2042	Jackie Bennetts	Clerk Office Annual Allowance for 2025	£ -	£ 30.00	
2043	Jackie Bennetts	Clerk Expenses - Toner Black	£ -	£ 45.28	
2044	Jackie Bennetts	Clerk Expenses - Cemetery Plot markers B50, B63, B64	£ -	£ 20.10	
2045	Jackie Bennetts	Clerk Expenses - A4 Paper	£ -	£ 19.99	
2046	Jackie Bennetts	Clerk Expenses - Mileage Clerk Induction Tour	£ -	£ 16.20	
2047	Duncan Swift	Clerk Pay	£ -	£ 253.27	£ 280.27
2048	Duncan Swift	Clerk - Mileage - Handover Walkhampton x5 return	£ -	£ 27.00	
2049	David Cole	Lengthsman Pay	£ -	£ 453.88	£ 453.88
2050	HMRC	PAYE to Mar 2026	£ -	£ 289.20	£ 289.20
			Total £	- £ 3,180.37	£ 3,174.08

#### 15. Updates on correspondence/ actions from previous meetings -

- a) Parish Calendar 2026 - Cllr Brenda Cotterill is meeting the former Clerk on Wednesday 25<sup>th</sup> February to conclude process of calendar returns to retailers.
- b) Bin replacement/repair Princetown – no update received. Action: Clerk to put on Agenda for March meeting.
- c) Princetown Community Centre – Council discussed how it can support the Centre following the meeting with Centre Manager on Saturday 31<sup>st</sup> January. Action: Clerk to put on Agenda for April meeting.
- d) Phone Box Memorial – Lengthsman has moved memorial information to the phone box opposite the War Memorial. Phone Box at Woodville Junction considered at Agenda item 8.
- e) Snow and Ice events -
  - i) Council further discussed how it could seek to discourage ill-prepared drivers from coming to Princetown during snow/ice events with the resulting vehicles getting stuck, being abandoned and blocking roads in and out of the village. Cllr Martin Grover proposed no further action be taken at this time, seconded by Cllr Gary Easton and approved by All.
  - ii) Council agreed Princetown Car Park will be locked overnight using the chain sourced by Cllr Mark Williams.
- f) Content of proposed 'Thank You' letter to Catherine & Roger Charlton agreed by Council. Action: Clerk to send letter on behalf of Council.

Signed by Chair:

24<sup>th</sup> March 2026

**16. Reports and Updates from Committees, Sub Groups and Special Interests:** See 'Briefing Notes' for updates on issues listed below

- a) CCTV System Check & any requests – CCTV Working Group – System Checks: 01/02 HW questioned if 'events' were being recorded, 01/02 JB – Checked events are being recorded, 15/02 LE - confirmed all OK. No requests for footage received. Clerk reminded Council that it needs to confirm power and internet supply, and security/access to the system after 1<sup>st</sup> April when DNPA move out of the building.  
Clerk noted upcoming annual service. Council agreed it be deferred to April.  
Action: Clerk to put ongoing DNPA arrangements on Agenda for March meeting; and, to advise engineer of service deferral and to put on Agenda for April meeting.
- b) Sensory Garden - Meeting with National Lottery Funding Officer planned for 03/03/26.
- c) Playpark – Inspections and Litter picking - RoSPA Annual Inspection is expected in March. Cllr Martin Grover noted playpark inspection spreadsheets were previously stored on Cloud. He will email details to Clerk, so that Clerk can prepare 2026/27 inspection schedule for discussion at March meeting.
- d) LOVE (Love Our Village Enthusiasts) Project – Cllr Brenda Cotterill and Cllr Hazel Williams noted soil had been added to planters and additional plantings made for spring display.
- e) Tidy Princetown Sessions – next session 08/03/26. Clerk noted some litter pickers may be available from Princetown Community Centre, which Cllr Lian Edis will check.
- f) Defib Checks – Cllr Alison Geen advised all checked and in working order.
- g) Speedwatch – Action: Clerk to ask DALC how to resolve the position of Speedwatch funds held by the Council, following Speedwatch's advice that it is unable to take the monies back, and to put on Agenda for March meeting.
- h) Gardening the Grounds, Princetown Churchyard – Cllr Mark Williams noted progress with expected completion by Spring.

**17. 2<sup>nd</sup> PUBLIC SESSION** – nothing raised.

**18. Exchange of information –**

- a) DFPC Policy Review – Action: following policies from Briefing Notes Appendix 4 to be reviewed with feedback to next meeting – (i) Standing Orders to be reviewed by Clerk & All Councillors; (ii) Play Area Inspections Procedure by Cllr Mark Williams and Cllr Martin Grover; (iii) Snow Warden Procedure by Cllr Gary Easton; (iv) Snow Warden Risk Assessment by Cllr Gary Easton; and, (v) Memorial Inspections Procedure by Cllr Wendy Watson and Clerk.
- b) Assertion 10 DALC Webinar at 10:30 on 4<sup>th</sup> March 2026 noted. Cllr Mark Williams will attend it and others may do so where time permits. Clerk noted a recording of the webinar will be available to those not able to attend it on the day to view afterwards.
- c) Assertion 10 – IT Policy potential implications noted. Action: Clerk to summarise any current policy shortfalls and proposed software, hardware and procedural solutions (with cost estimates) for consideration by Council in a Part 2 session at the end of the March meeting.

- d) Jubilee Field ownership – Cllr Mark Williams will make enquiries to confirm the position in DNPA meeting on 26<sup>th</sup> February 2026 to report at March meeting. Action: Clerk to put on Agenda for March meeting.
- e) North Bovey Parish Beating the Bounds - Action: Clerk to put on Agenda for March meeting for Council to consider joining in with it.
- f) 0064/26 Planning Application by Dartmoor Brewery. Action: Clerk to ask DNPA for an extension of time by email. Cllr Martin Grover to lead review of the application.
- g) Start Time of Meetings – question asked by Cllr Lian Edis of whether meetings could be started earlier. Action: Clerk to ascertain earlier start time scope via DALC and put on Agenda for March meeting.

**19. Date of next meeting - Council Meeting**

19:30 on Tuesday 24<sup>th</sup> March 2026  
Princetown Community Centre

Meeting closed 21:38.