

**Minutes of the Dartmoor Forest Parish Council meeting held at 7:30pm on 24<sup>th</sup> March 2026 at Princetown Community Centre**



**Council Members Present:**

Cllr Mark Williams (Chair)  
Cllr Brenda Cotterill  
Cllr Gary Easton  
Cllr Lian Edis  
Cllr Alison Geen  
Cllr Martin Grover  
Cllr Wendy Watson  
Cllr Hazel Williams

**In Attendance:**

Mrs A Horn (Clerk) Mr Cole (Lengths man) Cllr Renders WDBC, Cllr Fife Cooke DCC  
1 Member of the public

**1. Appointment of the Clerk**

On the proposition of Cllr Geen and seconded by Cllr H Williams it was **RESOLVED** to ratify the appointment of the Clerk Abi Horn from 16<sup>th</sup> March 2026

**2. Apologies for Absence**

Cllr Fife Cook DCC sent his apologies that he may be late due to an earlier meeting.

**3. Public Forum**

Drainage outside residents' house- the drainpipe was discharging water across the pavement as the guttering was incorrectly installed. **The Clerk would contact the Duchy who installed the guttering.**

Jubilee Lamp in the square not working since before Christmas- **This was being looked in as it possibly belonged to the Duchy.**

Sensory Garden – Questions were asked about the plans as well as being concerned about privacy as people may look directly into their garden. The question of future cost to the Parish for the Sensory Garden were raised.

Jubilee fields – The question of ownership was raised. **This would be looked at under its agenda item.**

Phone box at the top of the village – could it be moved where tourists could make more use of it?

**4. Declarations of Interest**

None.

**5. WDBC DCC and DNP Reports**

Councillor Renders WDBC- reported on the possible closure of the toilets as they were included in the lease for the Visitor's Centre, which is subleased to WDBC. The Duchy has agreed, along with WDBC and the National Park, to assume responsibility for one year. The primary expense remains the cleaning contract. Additionally, the Park will assume management of the car park. He had reported the missing sign from the carpark.

Cllr Renders DNP – The new CEO Tom Surrey had started this week, and Dr Bishops had now officially retired.

## **6. Minutes of the previous meeting**

On the proposition of Cllr Geen and seconded by Cllr H Williams it was **RESOLVED** to approve and sign the minutes of the Parish Council meeting held on 24th February 2026

## **7. Princetown ward vacancy**

### **7.1 Co option**

No applications had been received

### **7.2 Advertising the vacancy**

Cllr H Williams would update the poster with the new clerks' details, and it would be put on the noticeboards and website during April

## **8. Additional Defib for Princetown**

The defib on the Prince of Wales had been condemned when electrical checks had taken place. The Fire Station has 2 defibs and Renville also has a defib.

It was agreed to ask Fire Service about adding another defib to the outside of their building. It was suggested that the outside of the Visitors Centre next to where the Christmas Tree went could be another location for a defib, as this had power.

## **9. Phone Box, Woodville**

The phone box at Woodville's door has blown off during the last bad weather, the memorial that was housed inside has been moved to the other phone box. Suggestions for future use were a plant exchange, putting the commemorative solidier in it and moving it further into the centre of Princetown, or disposing off it. As the phone box is a K6 model the clerk would investigate if it was able to be moved or disposed of or whether it needed to be repaired.

## **10. CCTV System Check**

The CCTV would be secure for the next 6 to 9 months as the DNPA had not completely moved out of the building yet. Cllr M Williams would check its security later in the week. Its future would need to be considered as it needed power and to be secure and this depended on the future of the building.

## **11. RoSPA Annual Inspection**

The inspection report had been received, and an action plan would be created to sort the minor issues raised in the report. The Council thanked Mr Cole for his work on keeping the playpark in good condition. The National Lottery funding that was to be received later in the year included replacing the swings and some new benches for the play area.

## **12. Jubilee Field ownership**

Land registry confirmed that Jubilee Field was registered with other Duchy land, but the Clerk had not paid the fee to get the registration document.

Cllr Fife Cook arrived 20:12

## **13. Start times of meetings.**

On the proposition of Cllr Edis and seconded by Cllr Easton (2 against) it was **RESOLVED** to trial starting meetings at 6:30pm during May June July. It would be revied at the July meeting.

## **14. North Bovey Parish Beating the Bounds**

The invitation was noted.

## **15. Policy Review**

### **15.1 Policies:**

On the proposition of Cllr Easton, seconded by Cllr H Williams it was **RESOLVED** to approve the following policies:

- A) Standing Orders
- B) Code of Conduct
- C) Privacy Notice
- D) Privacy Policy

### **15.2 Adoption of Policy**

On the proposition of Cllr Easton and seconded Cllr Geen it was **RESOLVED** to adopt the IT policy

### **15.3 Asset register**

The Council reviewed the Asset Register including additions and disposals for the year ended 31/03/2026. On the proposition of Cllr H Williams, seconded by Cllr Grover it was **RESOLVED** to approve the Asset Register as of 31st March 2026 totalling £105,970.74 and the disposal of the Makita RBC414U Brush cutter at a value of £307.

## **16. Planning**

### **16.1 0064/26 Dartmoor Brewery Ltd Station Road, PL20 6QX**

On the proposition of Cllr Grover and seconded by Cllr Easton it was **RESOLVED** to support the application.

## **17. Finance**

### **17.1 Finance Report**

The bank reconciliation was agreed

### **17.2 Payments**

On the proposition of Cllr Easton and seconded by Cllr H Williams it was **RESOLVED** to resolve to approve the payments as set out on the payments list

### **17.3 Payments made under delegated authority**

On the proposition of Cllr Grover and seconded by Cllr H Williams it was **RESOLVED** to ratify the payment made under delegated authority for the new laptop.

### **17.4 Internal Auditor**

On the proposition of Cllr Geen and seconded by Cllr H Williams it was **RESOLVED** to appoint Penny Clapham as the internal auditor for 2025-2026

### **17.5 Mobile phone**

On the proposition of Cllr Geen and seconded by Cllr Grover it was **RESOLVED** to purchase a Motorola mobile phone at a cost of £69.99 to comply with Asseration 10.

### **17.6 Banking**

It was agreed to defer this decision until the April meeting and not add the Clerk to the Lloyds Bank until this had been discussed.

### **17.7 Payment Card**

It was agreed to defer this decision until the April meeting as this depended on changing the bank account. It was noted it was not recommended that employees had **to purchase** their

own supplies, and only payments that were made by the Parish Council could have their VAT reclaimed.

## **18. Correspondence**

The clerk had received correspondence about an upcoming burial in the Postbridge cemetery and an application for a plot purchase for ashes.

## **19. Councillor Reports**

### **19.1 CCTV System Check**

Cllrs Edis and H Williams had been able to log and check the system was working and the Clerk now had access.

### **19.2 Sensory Garden**

Cllr H Williams had a final sign off meeting with National Lottery. Fliers will be issued to nearby businesses to let them know what is happening. A meeting with the Sensory Trust was being arranged to talk with the village community engagement and they were seeking demographics of the village. Princetown Business Network were engaged, and a local builder was onboard with building. The next step was meeting with school and old people's home. There would be a presentation at the Annual Parish meeting. There would be three payments of £15,000 for the project the first in May and this would partly be used for swings and benches in the playpark. The National lottery funding would support the project for the first 3 and the school make a commitment to look after it after this point. Cllr Grover asked it to be noted he had withdrawn from the project working group over concerns about engagement with the community.

Cllr Renders left 21.07

### **19.3 Playpark and Litter Picking**

Litter picking is undertaken frequently, and the area is looking good.

### **19.4 LOVE Project**

Cllr H Williams was sourcing better labels as the previous labels had faded over winter.

### **19.5 Tidy Princetown Sessions**

Cllr Edis reported that this was still taking place but could use some more volunteers.

### **19.6 Defib Checks**

These were being undertaken

### **19.7 Speed watch Speed watch funds**

It was agreed to add this to the April agenda as the Parish Council could not hold on to funds that belonged to the Speed Watch Group

### **19.8 Gardening in the Grounds**

Cllr Cotterill reported that they were changing bank account. Some of the brambles had been removed and the Himalya balsam was being tackled in May. It was looking good with lots of spring flowers out.

## **20. Cllr Fife Cook DCC report**

Under the discretion of Cllr M Williams, it was agreed to allow Cllr Fife Cook to make his report

Cllr Fife Cook reported that the planning Training Day Open Day is delayed due to staff shortages and a new CEO but will be held at Parke. A highways pothole meeting is being

arranged for councillors and clerks only, starting in April with four parishes; attendees can ask questions and interact directly with those repairing the roads. Broadband progress has been limited despite contacting Devon and Somerset; more information is being sought, and an update will be emailed to the clerk.

### **21. Lengthsman Report**

Mr Cole reported that he had undertaken the following:

Flood water – he had cleaned and rodded the drain and it was now a case of wait and see if more work was required.

Hexworthy water issue- He was keeping an eye on this issue.

Salt bins- This was a work in progress over the summer.

Phone box- on hold while Clerk investigating

There was a problem with the garage doors not staying open which was a health and safety issue. A new location for storage would be investigated.

### **22. Items Brought Forward**

Cllr Cottrill reported that the litter bins in the main road were broken and their doors were swinging. The drains in Burrator Ave were completed salted up.

Cllr Watson asked that Youth club reports and school reports be added to future agendas

Cllr Geen asked if TTRO notification could be shared

Cllr M Williams reported that the Youth club could possibly close and needed a councillor to join the committee as did the Community centre

### **23. Date of Next Meeting**

28<sup>th</sup> April 2026

Annual Parish Meeting 1830 Council Meeting 1930

The meeting closed at 21:33