



Dartmoor Forest Parish Council

Parish Clerk, Mrs A Horn,
Coombe Farm
Lake Sourton,
EX20 4HQ.
Tel: 07480 834523

19th May 2026

Dear Councillor

You are summoned to attend a meeting of Dartmoor Forest Parish Council to be held on Tuesday 26th May 2026 at **6:30pm** in Princetown Community Centre.

Yours faithfully

A Horn

Abi Horn
Parish Clerk

AGENDA

A fire alarm drill is not planned. In the event that the alarm sounds, please make your way out of the building to the meeting point in the car park where you are asked to await further instructions.

Urgent items - items for information only can be brought to the attention of the Council at the discretion of the Chairman at the end of the meeting. No decision can be taken on items not detailed on the published agenda.

Business To Be Transacted

- 1. Elections**
 - 1.1 Election of Chair** To elect a Chair for the forthcoming year
 - 1.2 Acceptance of Office** The Chair to sign the Acceptance of Office Form
 - 1.3 Election of Vice Chair** To elect a Vice-Chair for the forthcoming year

- 2 Apologies for Absence** To receive and accept apologies for absence.

- 3 Committees of the Council** To appoint Councillors to the following committees:
 - 3.1 Staffing Committee** To appoint 3 members to the Committee and confirm the Terms of Reference for the Committee
 - 3.2 Complaints Committee** To appoint 4 members to the Committee and confirm the Terms of Reference for the Committee

- 4 Working Groups**
 - 4.1 Green Spaces Working Group** To appoint members to the working group and confirm the Terms of Reference for the working group

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| 5 | Representatives to External Bodies - | To appoint Councillors as representatives of the Council to other bodies and to agree reporting arrangements |
| 5.1 | Dartmoor National Park | Nomination of a Councillor |
| 5.2 | Vision for Princetown | Nomination of a Councillor |
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| 6. | Governance | |
| 6.1 | Asset Assessment | Nomination of a Councillor to undertake an audit of elements of the assets held by the Council |
| 6.2 | Postbridge Cemetery | Nomination of a Councillor to undertake an audit of elements of the Cemetery |
| 6.3 | Financial Checks | Nomination of a Councillor to undertake monthly Council financial checks including bank reconciliations and BACS payments. |
| 6.4 | Princetown CCTV | Nomination of two Councillors to undertake CCTV checks |
| 6.5 | Princetown Play area | Nomination of two Councillors to undertake Play Area checks |
| 6.6 | The Plot | Nomination of a Councillor to report back to Council |
| 6.7 | Love project | Nomination of a Councillor to report back to Council |
| 6.8 | Snow Wardens | Nomination of a Councillor to report back to Council |
| 6.9 | The Sensory Garden | Nomination of a Councillor to report back to Council |
| 6.10 | Tidy Princetown | Nomination of a Councillor to report back to Council |
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| 7 | Public Forum | This item will be conducted in accordance with the Standing Orders of the Council, which are available to read on the website. |
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| 8 | Declarations of Interest | <p>To receive disclosures of unregistered or other interests from Councillors on matters to be considered at the Meeting. The disclosure shall include the nature of the interest.</p> <p>If a member becomes aware, during the course of a Meeting, of an interest that has not been disclosed under this item they must immediately disclose it.</p> <p>Under the Code of Conduct Councillors with a registerable interest must leave the room for the duration of consideration of the item to which the interest relates. Those with a 'other' interest must apply the tests set out in the Code of Conduct as to whether there are circumstances that might enable them to remain.</p> |

ITEMS REQUIRING A DECISION

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| 9 | Minutes of the previous meeting | To approve and sign the minutes of the Parish Council meeting held on 26 th April 2026 |
| 10. | Co option | To consider any applications received |
| 11. | <u>Insurance</u> | |

11.1	Insurance renewal	To note the Council has renewed its insurance with Zurich
11.2	Insurance declaration	<p>Any Councillor must specifically disclose if they have any of the following to the Clerk:</p> <ul style="list-style-type: none"> • Been the subject of a County Court Judgement, an Individual Voluntary Arrangement, a Company Voluntary Arrangement or a Sheriff Court Decree • Been convicted of or charged with (but not yet tried for) or been given an Official Police Caution in respect of any criminal offence (other than a motoring offence) which is not spent under the Rehabilitation of Offenders Act. • Been declared bankrupt or insolvent or have been or are currently the subject of any bankruptcy or insolvency proceedings. • Been involved as owner partner or director of any business which has gone or is currently going into receivership, liquidation, or administration. • Been disqualified from being a company director. • Been subject to an investigation by HM Revenue and Customs, which has resulted in a prosecution
12.	<u>Finance</u>	
12.1	AGAR- Internal Auditor Report	To receive the Internal Auditors report and agree any actions arising from it.
12.2	Annual Governance Statement	Chair and Clerk& RFO to sign Annual Governance Statement
12.3	Accounting Statement	Chair and Clerk& RFO to sign Accounting Statement
12.4	Notice of Public Rights	To agree the Notice of Public Rights Dates starting on 3 rd June and finishing on 14 th July.
12.5	Finance Report	The Bank Reconciliation report and budget report dated 30 th April 2026 for the consideration of the Council.
12.6	Payments	To resolve to approve the payments as set out on the payment schedule.
12.7	Website	To approve a quotation from Western Web to alter the finance page of the website to comply with legislation
13.	Policy	
13.1	Policy Review	<p>Reserve Policy- to comply with the revised Governance and Accountability for Smaller Authorities in England</p> <p>Safeguarding policy - to comply with the insurance requirements</p> <p>Financial Risk Assessment</p> <p>Complaints Policy</p>
14	Planning	

14.1 0148/26 Demolition of conservatory, construction of single storey extension and modifications to dwelling with variation of conditions 2, 3 and 4 attached to planning permission ref: 0376/25
Huccaby House,
Hexworthy,
Princetown,
Yelverton, Devon,
PL20 6SB

14.2 26/0044 1 Plymouth Hill, PL20 6QG T1 - Beech - Prune back west side branches and smaller secondary limbs

13 Projects

13.1 Sensory Garden To consider correspondence received in relation to this project

13.2 The Plot To receive an update

14 Reports To receive reports

14.1 Speed watch .

14.3 LOVE Project

14.4 Tidy Princetown Sessions

14.5 Defib Checks

14.6 Playpark and Litter Picking

14.7 Gardening in the Grounds

14.8 CCTV System Check

14.9 Princetown Community Centre

14.10 School

14.11 Youth Club

15 Lengthsman Report To receive a report from the Parish Lengthsman

16 Items Brought Forward To receive (from Councillors) any items for the agenda of the next meeting.

EXCLUSION OF PRESS & PUBLIC

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and having regard to the confidential nature of the business to be transacted to consider that the Press and Public be excluded from the Meeting for the following items of business.

(**CONFIDENTIAL** by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council)

CONFIDENTIAL ITEMS CIRCULATED FOR INFORMATION ONLY

17. Sensory Garden To consider tenders received

18. **Date of Next Meeting** 23rd June at 6:30pm