



# Dartmoor Forest Parish Council

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21 April 2021

**Minutes for the Parish Council Meeting at 1930 on 23<sup>rd</sup> March 2021**  
**Held using Zoom remote video conferencing**

Present:

<b>Hexworthy/Huccaby Ward:</b> Cllr. Alison Geen*	<b>Princetown Ward:</b> Cllr. David Worth**	Cllr. Nigel Tigwell
<b>Postbridge Ward:</b> Cllr. Julian Greatrex	Cllr. Stephen King	Cllr. Wendy Stones
	Cllr. Phil Henson	Cllr. Emma Byrom
		Cllr. Gregg Manning

\* Chair, \*\*Vice-Chair

There were 3 members of the public present, including Cllr. Philip Sanders (DCC & DNPA) and Cllr. Mark Renders (WDBC & DNPA).

Abbreviations used: **DFPC**: Dartmoor Forest Parish Council, **DNPA**: Dartmoor National Park Authority, **WDBC**: West Devon Borough Council, **DCC**: Devon County Council.

- 1. Apologies Received** Cllr. Wendy Watson (technical issues).
- 2. Declarations of Interest** No further declarations.
- 3. Minutes of Last Meeting(s):** The minutes of the meetings of 23<sup>rd</sup> February 2021 was accepted as a true and accurate record and were signed by the Chair.
- 4. Face to Face Meetings** Clerk advised that the Community Centre have notified us that it is expected meetings will return to 'normal' from 21<sup>st</sup> June. Therefore, the council's 26<sup>th</sup> June meeting will be held 'face to face'. For information, at February's meeting it was resolved that the annual general meeting of the council, where the election of officers must take place, should be moved from 25<sup>th</sup> May to 4<sup>th</sup> May 2021, to enable the council to meet and vote remotely. Also, the Annual Parish Meeting of all electors to be held on 4<sup>th</sup> May 2021.
- 5. Princetown Food Hub** Awaiting grant application. In addition, Clerk received telephone call from Rachel Harrison-French at Dartmoor Community Kitchen Hub <https://communitykitchenhub.org.uk/> who also run a food bank. They wished to advise the parish council that they have been supporting the Princetown Food Hub and plan to assist them in the future with training, policies and procedures. In addition, it was reported that 16 families, consisting of 57 people, are being provided food through the Food Hub.
- 6. Dartmoor Inn, Merrivale** Clerk has followed up with Nick Savin, DNPA Planning enforcement re. potential planning breaches. Mr Savin is speaking with owners to determine whether they will be submitting an application for the remaining wooden 'pods', or whether they will be removed. If no action is taken then DNPA will consider enforcement action.
- 7. HMP Dartmoor** It was reported that disturbances by prisoners continue. It was resolved that Cllr. Worth will write if there is no improvement in the situation.
- 8. DFPC Governance – Policies & Procedures Update** The council resolved to adopt the following policies:
  - a) Adoption of new Risk Management Strategy.

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Signature of Chair



b) Adoption of new Privacy Notice.

In addition, owners were agreed and allocated to the remaining outstanding documents for approval on 27<sup>th</sup> April 2021.

- 9. DNPA Grass Cutting Contract** DNPA have requested a quotation for grass cutting of the current areas in Princetown and for the area known as the Green or Recreation ground in Postbridge and around the Visitor's Centre in Postbridge. The Green is currently cutting on a voluntary basis by a local resident. It was resolved that DFPC quote for all the work and if the local resident is unable to continue then the parish council will carry on. In addition, petrol and any other miscellaneous costs to be paid to volunteer resident. Insurance and risk assessment needs to be checked to ensure we can insure volunteers for grass cutting.
- 10. Dartmoor 'Snow Tourism' Issues** Sub group reported on meeting held with agencies, including DNPA, DCCC Highways and Devon & Somerset Fire & Rescue Service. Limited commitment from Highways to any solution that restricted traffic onto Dartmoor. Meeting with Office of Police and Crime Commissioner and Devon & Cornwall Police scheduled for 8<sup>th</sup> April.

**FIRST PUBLIC SESSION** Concern raised about condition of road on Dunnabridge Common. Also reported that primary road maintenance contractor Skanska has lost contract due to poor performance.

- 11. Princetown CCTV Complaint** Council have received a complaint and a request for further information about the CCTV system. Concern raised that the system is not compliant. Clerk, in consultation with the Chair and CCTV sub-group, has sent a detailed response and it was agreed that Clerk and Chair meet with complainant.
- 12. Devon Climate Emergency** this is a county-wide initiative <https://www.devonclimateemergency.org.uk/> to reduce carbon and address climate change. At this stage DFPC have not been involved, however it was agreed that Cllr. Tigwell would be lead councillor for this initiative to find out what, if anything the parish council could productively do.
- 13. Station Road, Princetown** Clerk has contacted Andrew Watson who advised that DNPA are aware the road requires repairing. It was repaired in October but requires further work. Mr Watson waiting for confirmation on budget and funds.
- 14. Planning** no applications to consider.
- 15. Financial Management**
- a) Cheques authorised this month were:

Ref	Chq No	Date	Payee & Details	Amount
1408	1653	23/03/21	Duchy of Cornwall - Village Green/Play Area half year rent	£ 42.00
1409	1654	23/03/21	Western Web Ltd (additional functionality/Clerk's web cam)	£ 102.00
1410	1655	23/03/21	Playsafety Limited (Princetown play area inspection)	£ 124.20
1411	1656	23/03/21	Steve Cox (Clerk's Pay)	£ 397.55
1412	1657	23/03/21	WDBC (Cemetery Rates)	£ 229.98
1413	1658	23/03/21	Josh Cook - Litter Picker fee	£ 40.00

1414	1659	23/03/21	David Cole - Pay & Expenses (CHEQUE VOID DUE TO ERROR)	£ -
1415	1660	23/03/21	HMRC - PAYE (CHEQUE VOID DUE TO ERROR)	£ -
1416	1661	31/03/21	David Cole Pay, Holiday & Expenses (Corrected due to error)	£ 1,202.10
1417	1662	31/03/21	HMRC - PAYE (Corrected due to error)	£ 268.12

Please note it was identified that there was an error in the calculations for cheques 1414 and 1415. This was corrected by the Finance sub group before the cheques were issued.

- b) Monthly Report of Accounts was considered and accepted. Key points to note:
- Risks: WDBC have not indicated what our costs may be for Princetown Toilets. We have the same provision as last year £3937.81.
  - Reserves – transferred in £1,500 donation and transferred out remaining balance of £3,896.50. Remaining cost of CCTV project will be funded by £500 grant from Duchy of Cornwall that will be received in next financial year. This will result in a remaining balance of £142.

**14. Committees, Sub-Groups & Special Interests:**

- a) **Princetown School** Cllr. Stones provided an update on PFTA meeting. Cllr. Byrom provided an update on school activity, notably now back and running after lockdown measures. Fundraising for an external gazebo.
- b) **Princetown Youth Club:** Cllr. Stones reported that Club has been awarded £3,800 from DCC for Easter Food project.

**15. Reports from other meetings:** None.

**16. Urgent decision since last meeting** None

**17. Exchange of Information** Limited to the exchange of information & items for next meeting:

- a) Clerk has written to Andrew Watson, DNPA, to ask whether boulders could be installed in Princetown car park to further deter anti-social driving. Mr Watson subsequently advised that he would like to review after the impact of the CCTV system has been evaluated.
- b) Play Area Annual Inspection – this has been received and an initial priority list drawn up by Cllr. Henson. Full report to be submitted to April's meeting.
- c) Community Centre have cut branches by play area.
- d) Cllr. Worth is organising for the purchase of the grass disposal sacks with WDBC.

**SECOND PUBLIC SESSION**

Cllr Sanders reported from Devon CC that with elections on May 6<sup>th</sup> that the council will shortly be entering into a period of purdah.

**18.** The next meeting of the Parish Council is **19.30 on TUESDAY 23<sup>rd</sup> April 2021 via Zoom Remote Video Conferencing.**

**The Chair closed the meeting at 20:55**