



Dartmoor Forest Parish Council

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24 July 2021

Minutes for the Annual Parish Meeting and Parish Council Meeting at 1930 on 22nd June 2021
Princetown Community Centre

Present:

Hexworthy/Huccaby Ward: Cllr. Alison Geen*	Princetown Ward: Cllr. David Worth**	Cllr. Nigel Tigwell
Postbridge Ward: Cllr. Julian Greatrex Cllr. Wendy Watson	Cllr. Stephen King Cllr. Phil Henson	Cllr. Wendy Stones Cllr. Emma Byrom Cllr. Gregg Manning
* Chair, **Vice-Chair		

There were 5 members of the public present.

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

Annual Parish Meeting

1. **Apologies Received** None
2. **2020 Annual parish Meeting** no matters arising
3. **Chair's Report** Cllr. Geen provided a verbal report and thanked all members of the parish for their support during the COVID-19 pandemic and lockdown.
4. **Matters Raised by Electors** None

Parish Council Meeting

- 1) **Apologies** none received.
- 2) **Declarations of Interest** No changes declared.
- 3) **Minutes of the last meeting** resolved to approve the minutes of the last minute.
- 4) **2020-21 Accounts** Council resolved to accept the Internal Auditor's Report, Bank Reconciliation and Variance Analysis Reports.
- 5) **2020-21 Annual Governance Statement** Council resolved to approve the Annual Governance Statement.
- 6) **2020-21 Accounting Statements** Council resolved to approve the Accounting Statements.
- 7) **Princetown Public Toilet Costs** West Devon Borough Council have issued an invoice for £2,000. Finance sub-group have queried on what basis this invoice has been calculated and issued. Clerk advised that the council had not approved a payment and WDBC advised that they had waived invoice. Awaiting credit.
- 8) **Princetown Food Hub** Council requested a copy of budget and constitution to evaluate grant application. Not received at time of writing. Therefore, the decision was deferred until the requested information could be provided.
- 9) **Parish Clerk Recruitment Plan** Proposed recruitment plan was approved. It was agreed that Cllrs. Tigwell, Geen, Worth and Stones would be the selection panel.



- 10) **SWQR (highways signage & safety) training** a requirement for the Lengthsman to carry out grass cutting and ditching work on the highway is to hold current certification in Reassessment of O1 - Signing, lighting and guarding. No councillors volunteered to undertake the required training. Council to consider seeing if a member of the community would be interested in taking on this role to support the Lengthsman.
- 11) **DFPC Governance – Policies & Procedures Update** Council approved the below documents:
a) Snow Warden procedures.
b) Risk Register.
- 12) **Former Prison Officer’s Club, Princetown** Duchy of Cornwall have advised that they have instructed a contractor to replace certain panels of the protective fencing and to repair others. This work was due to start within 4 weeks.

FIRST PUBLIC SESSION A member of the public asked why work on the wall outside HMP Dartmoor had stopped. Clerk to contact DNPA to find out what was happening.

- 13) **Princetown Play Area Safety Inspection** It was resolved to review the outstanding actions and agree what remedial work was required at a separate play area planning meeting.
- 14) **Planning** Council resolved to support the below planning applications:
• **0253/21 0254/21 0257/21 0258/21** St Raphael’s Church, Hexworthy
- 15) **Financial Management**
a) Cheques authorised for issuance this month were:

Ref	Chq No	Date	Payee & Details	Amount
1429	1672	22/06/21	Steve Cox - Pay	£ 445.55
1430	1673	22/06/21	David Cole - Pay & Expenses	£ 528.00
1431	1674	22/06/21	Josh Cook - Litter Picker fee	£ 40.00
1432	1675	22/06/21	Devon Association of Local Councils - subscription	£ 250.69
1433	1676	22/06/21	Don Agnew (Internal Auditor's fee)	£ 50.00

- b) The monthly report of accounts was accepted.

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

- a) **PFTA** Cllr. Stones attended meeting. 4 attended.
- b) **Princetown Youth Club** Cllr. Stones provided a report including that the club have been successful in a bid for the Summer Holidays fund. Also, an update on how the Club was managing the risk of COVID-19.

17. **Reports from other meetings** Devon & Cornwall Speedwatch Report was circulated prior to the meeting.

18. **Other issues requiring decisions** None.

19. **Urgent decisions since last meeting** None.

20. **Exchange of Information** The following agenda items were raised for future meetings:

- a) Progress on snow tourism measures (and reinvigoration of actions if necessary).
- b) Impact of visitor numbers on Two Bridges, Wistman’s Wood, Bellever Bridge and other hotspots.

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Signature of Chair



- c) Actions to mitigate Climate Change in the Parish Broadband
- d) 4G improvement opportunities in the Parish

SECOND PUBLIC SESSION

21. The next meeting of the Parish Council is **1930 Tuesday 24th August – Princetown Community Centre.**

The Chair closed the meeting at 20:06