

Dartmoor Forest Parish Council

Parish Clerk: Jackie Bennetts
Applegarth, Walkhampton, Yelverton, PL20 6JP Tel: 01822 859104



Email: clerk@dartmoorforestparishcouncil.gov.uk Website: www.dartmoorforestparishcouncil.gov.uk

Briefing Notes for Meeting June 28th 2022 (Prepared on the 24th June 2022)

1. **Apologies** - Cllr. Tigwell (ill health)
2. **Declarations of Interest** –
3. **Acceptance of minutes** – as previously circulated meeting on 26th May 2022
4. **Urgent decisions since last meeting** – none
5. **Co-option of Councillors to fill Vacancy/Vacancies** One candidate has come forward, see information provided below, the second person who expressed an interest has withdrawn. WDBC have confirmed that we are now in a position to co-opt to fill both vacancies – email received 22/6/22.

Name Stephen Butterworth

I have worked within Education as a teacher for 40+ years. 10 of those years was as deputy Headteacher at St Sidwell's Middle School in Exeter and 9 years was as Headteacher designate at Lady Seawards Primary School, Clyst St George. I retired due to ill health and a serious operation up in Southmead Hospital, Bristol. That is now all behind me but has meant I have no hearing on the right hand side. We relocated to Princetown 3 and a half years ago and now live in Whiteworks. My wife and I have a heart for Princetown and Dartmoor in general. We both look to serve the village community and it is with this in mind that I put myself forward for your consideration to becoming a councillor. I have 20 years experience as a school governor and have worked on various sub committees, including finance, buildings and curriculum. I have run a successful school with a budget of over £500,000 including an oversight over staffing, curriculum development and strategic building improvements. I hope that I can use these skills to make a difference and help shape the future of Princetown and the Parish it serves. I look forward to meeting with you and answering any questions you might have.

6. **Vision Zero SW Grant** – to improve road safety on B3212- Update from Cllr Williams following launch on 24th June.
7. **Policy and Procedure Review 2022** – Council to sign off documents reviewed by Councillors as agreed at April meeting. See [Appendix 3](#) for details.
8. **Housing Needs Survey** – Council to agree actions to promote survey and encourage residents to complete it. Need to confirm when the survey will go live.

9. **Engaging with Young People** - Update from Cllr Byrom on meeting with young people as discussed at May meeting.
10. **Postbridge Cemetery Benches** – From Cllr Greatrex - There are two seats in the cemetery both of which will soon need some attention. One is in memory of Margaret Beatty who we all knew well. David did an excellent repair to it some time ago and I had a go at tidying it up when I did a pretty big maintenance job on the other one. *Julian has made contact with Margaret's daughter, through a mutual friend*
 Seat two has a plate on it with words to the effect “donated by a friend of Postbridge 1990” *Julian has received suggested names Sherril or Skittery, but will continue investigations.* This one needs a fair bit of work firstly to make it look better and secondly to increase its life. I borrowed a small generator and sanded and oiled the seat in situ. From my personal observation and from the evidence shown by the litter bin we do get quite a lot of visitors and it is such a pleasant spot to sit and think. There are many graves which contain folk who's relatives live nearby.
 I understand that in a perfect world the “donor” or its connections have some responsibility in later years.
 Sadly I am unable to do another clean up job and the three volunteers who help with the grass are rather pre-occupied and would not at present have much time.
 This begs two questions a) is it possible to find the donors name from your records thus allowing me to try to find a connection or b) is it worth trying to find some volunteers? A professional job would appear to be out of the question.
 Clerk has been unable to find any e-mail correspondence relating to the benches in the cemetery.
 Council to discuss and agree action to be taken to repair/refurbish the benches.
11. **Postbridge – East Dart Ice Cream Kiosk** – Cllr Greatrex has been asked to raise the issue on behalf of a small number of Postbridge residents. Council to discuss and agree if and what actions to be taken.
12. **1st PUBLIC SESSION**
13. **Residents' Concerns** – Bottle bank in the car park has been raised as a concern a number of times in past few months. Young people are able to access the bottles and have smashed them over the car park. Council to discuss and agree actions to be taken to try to prevent this occurring.
14. **Planning** – Council to consider and vote to support, object, or make no comment on the following applications.
- a) **0212/22** Proposed: 6 x 2 Tonne Tanks Liquefied Petroleum Gas (LPG) Compound at Princetown Distillery, Princetown
- b) **0224/22** Proposed: Retrospective rear single storey extension for toilets at Two Bridges Hotel
- c) West Devon Borough Council Reference No : **22/0024**
 Proposal : Felling of Lawson cypress
 Location: Standing in the grounds of 6 Grosvenor House
 Application Type: Section 211 Notice (see email 09/05/22)
[Search for an application | Dartmoor](#)

15. **2021/22 Accounting Statements** – Council to approve the Accounting Statements – corrected following the internal audit. [See Appendix 1](#)
16. **Confirmation of the dates of the period for the exercise of public rights to view 2021/22 Accounts** – Council to approve the date for the public to request to view accounts. 1st July to 11th August 2022. [See Appendix 2](#) for notice.
17. **Financial management.** – see Financial report June 2022 (to follow) for details
Payments to be approved;
a) Councillor expenses / allowances - none
b) David Cole Pay & expenses,
c) Internal Auditor fee – Don Agnew
d) Litter picker fee
e) Clerk salary
f) HMRC Payment
g) Clerk expenses
h) Chris Bloodworth Photographer – VZSW images
i) Re-issue cheques to David Worth, Steve Cox and Alison Geen – cancelled due to being uncashed.
Bank reconciliation – Correct
Online Banking – progress report from Clerk. Move towards BACs payments.
Financial Report - including outstanding cheques and invoices
18. **Parking issues – Princetown** - Standing item to cover issues arising since the last meeting
19. **Recruiting a new Litter Picker** – e-mail received 29/4/22 from Wendy Knight (mum of Josh Cook) stating that due to increased work commitments elsewhere, Josh is needing to stand down as litter picker. His younger brother Jake, has actually been standing in for him for a number of weeks, and is keen to take in the role. Council to discuss and decide on course of action to replace Josh.
20. **Updates on correspondence/ actions from last meeting-**
a) Climate Change Declaration – Tree planting
b) Memorial Benches – Princetown
c) Road Works and Diversions – DCC Highways – email received 1/6/22, forwarded to all Cllrs 9/6/22
d) St Michael’s Churchyard – Walkhampton PCC – no response from letter sent 16/5
e) Play Park – Inspection repairs and actions taken – e-mail received 14/6/22 forwarded to Cllrs Henson, Byrom, Williams 20/6/22
f) Gardens - Hessary Terrace - e-mail received 23/06/22 forwarded to all Cllrs 25/06/22
g) Cattle straying onto roads – letter to Dartmoor Commoners Council email received 7/6/22, forwarded to all Cllrs 25/06/22
21. **Reports from Committees, Sub Groups and Special Interests**
a) PTFA – report from Cllr Byrom
b) Jubilee Committee – report from Cllr Williams
c) Youth Club – report from Cllr Byrom
d) Speedwatch – report from Cllr Manning

22. Exchange of information:

- a) Sandra Dodd – e-mail received 23/06/22 - A small group of Parishioners and I are developing a newsletter for the Parish. We are increasingly aware that there are many people in Princetown parish who do not or cannot use social media and miss out. It's not any specific organisations but a community newsletter. It is hoped that it will contain happenings and events as well as information about the many groups and organisations in the Parish. It will start simply with an A4 two sided but evolve into a booklet style newsletter. We are aiming for quarterly full editions which will be delivered to every house, with updates as needed left in prominent places. We are inviting local businesses to sponsor a box within the newsletter, this will it is hoped offset cost of production.

We would like to ask the council to provide a small funding grant to start the production, if possible? Also, it would be great to have a written piece about the council and related works at present. We would need this by 1st July. Please email to me. We are setting up a dedicated email address for the newsletter, but it is not here at time of sending this to you.

We hope the Parish Council will support this project and spread the word, to encourage contributors, and also volunteers to assist with deliver.

Thank you for your consideration on this

Due to this not being an agenda item, Sandra has been informed that Council is unable to take a decision to approve funding etc, but that it could be put on the agenda for July.

23. 2nd PUBLIC SESSION

24. Date of next meeting- 1930 on 26th July 2022 Princetown Community Centre