



# Dartmoor Forest Parish Council

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11th October 2022

## Minutes for the Council Meeting at 1930 on 27<sup>th</sup> September 2022 in Princetown Community Centre

Present:

<b>Hexworthy/Huccaby Ward:</b>	<b>Princetown Ward:</b>	
Cllr Alison Geen	Cllr Stephen Butterworth	
	Cllr Phil Henson	
<b>Postbridge Ward:</b>	Cllr Mark Williams	* Chair
Cllr Wendy Watson	Cllr Emma Byroms**	** Vice Chair
Cllr Julian Greatrex	Cllr Gregg Manning *	

Abbreviations used: **DFPC:** Dartmoor Forest Parish Council, **DCC:** Devon County Council, **WDBC:** West Devon Borough Council, **DNPA:** Dartmoor National Park Authority, **DoC:** Duchy of Cornwall, **PCSO:** Police Community Support Officer, **PCC:** Parochial Church Council

**Cllr Byrom chaired the meeting.**

There were 5 members of the public present, plus Cllr Mark Renders (WDBC).

- One minute silence held to mark the death of Her Majesty Queen Elizabeth II**
- Apologies** – Cllr Philip Saunders (DCC)
- Declarations of Interest** - None declared
- Acceptance of Minutes meeting 23<sup>rd</sup> August 2022** - Council resolved to approve the minutes, which were then signed by Cllr. Manning.
- Urgent decisions since last meeting** – none
- Councillor Vacancies** - Two applicants had previously expressed interested but had to withdraw at the last minute, one due to increased work commitments and the other due to a prior and ongoing commitment on Tuesday evenings. Item to be taken forward to the next meeting. **Action:** Clerk to re-advertise vacancies and Councillors asked to encourage residents to apply.
- Review of events following death of HM Queen Elizabeth II** - Cllr Manning explained that the actual timings in the protocol did not reflect what happened in reality. Parish Councils timings are governed by National and County level announcements, proclamations etc. therefore DFPC protocol should be updated to reflect this. DFPC was one of very few Parish Councils who made the Proclamation which was well attended. **Action:** Clerk to arrange for DFPC books of Condolence to be taken to WDBC to be bound along with their books and stored in their archives. Clerk to update protocol.



- 8. Communicating with Residents** – Cllr Manning reported on the difficulty letting parishioners know what the Council were doing with regard to the Queen's death, given that not all follow FB or look at the website. Cllr Manning proposed that the Clerk creates and maintains a list of email addresses in order to communicate with those residents directly. Any e-mails sent would be relating to Council business only and residents would be able to opt in or out of the list at any point. Cllr Geen already has a list of emails for residents in Hexworthy/Huccaby and Postbridge and uses it for these purposes as they are less likely to see notices on the noticeboard. Council was asked to vote and resolved for the Clerk to set up and maintain an e-mail list **Action:** Clerk to set up an e-mail list, invite residents of the Parish to join and maintain the list in accordance with DFPC Privacy Notice.
- 9. St Michael's Churchyard** - Cllr Manning reported on a recent meeting with the Revd Andrew Thomas of Walkhampton PCC, where he explained that the PCC were unable to fund the ongoing maintenance of the churchyard (grass cutting) and that they had been advised to apply to close the churchyard unless DFPC, or some other body could fund this work on an ongoing basis. They currently have a limited fund to maintain the walls and gates only. Cllr Manning circulated a proposal prior to the meeting suggesting that a separate and distinct (from the Council) group be set up with the sole purpose to raise funds to cut the grass and maintain the churchyard. Cllr Geen asked whether the Churches Conservation Trust (CTT) could be approached to take on the responsibility, given that they are responsible for St. Michael's Church itself. She also stated that a local resident had recently strimmed around some of the graves. Council would therefore like to express thanks to Mickey Cole for volunteering and clearing some of the graves. Cllr Henson commented that the recent article about this in the Tavistock Times was factually incorrect on a number of counts. Council agreed to contact the CCT and to carry the item forward to next meeting. **Action:** Clerk to contact CCT and put item on agenda for Oct meeting.
- 10. Parking Issues** – Princetown – (Standing item to cover issues arising since last meeting) – none raised.
- 11. 1<sup>st</sup> PUBLIC SESSION** – Cllr Renders stated there was no update from WDBC and left the meeting.
- Local resident raised concerns about the planning application from the Ramblers Rest, including the signage, visibility from the road/bridleway/footpath, change of use of the carpark to camping, provision for treatment of waste water, fire-fighting provision etc.
- Second member of the public responded to the comments, that Ramblers Rest had complied with planning requirements and had been in regular contact with DNPA regarding the application and its business operations.
- Council and members of the public were reminded that many of the issues raised were in fact building regulation concerns rather than planning, and that members of the public are able to lodge letters of objection with DNPA once the new planning portal is up and running. Council is only able to comment on planning applications with material considerations in mind.
- 12. Planning** - 037/22 Railway Inn, Princetown. Cllr Greatrex and Cllr Manning visited the site and Cllr Greatrex presented a verbal report suggesting that Council support the application. Cllr Henson asked if there were any plans to extend what was sold from the

kiosk. Resident replied there were no plans to sell anything other than ice cream, soft drinks and coffee/tea. Council was then asked to vote to support, object or make no comment. Four Councillors voted to 'Support', four Councillors voted 'No Comment'. Given that the four Councillors voting 'no comment' made no comment on the application, Cllr Manning as Chair with the casting vote, voted to SUPPORT the application. **ACTION:** Clerk to write to DNPA in support of application. [Search for an application | Dartmoor](#)

- 13. Residents' Concerns or Issues-** a) Cllr Williams has been contacted by a resident wishing to plant a memorial tree in the Play Park. Council has no objections to planting a tree with suitable tree guard to protect it, although the Play Park is owned by the Duchy so they need to give permission. **Action:** Clerk to contact Tom Stratton (Duchy) to request permission
- b) Abandoned vehicles Burrator Ave/ Barrack Road – following the update at Aug meeting from Andy Steele re ownership of the land, Council agreed to take no further action at this time.

**14. Princetown – appearance of the Village –**

- a) Cllr Williams reported that the event in early Sept was positively received and is a worthwhile activity. It shows the Council taking action and being visible within the community. Council agreed to continue the event on a monthly basis, 1<sup>st</sup> Sunday of the month at 10am for an hour. Next tidy-up to take place on the 1<sup>st</sup> October meeting outside the Post Office and monthly thereafter. Councillors asked to bring family and friends to join in.
- b) Cllr Geen raised that the cleaning of Parish phone boxes and Bus Shelter has slipped off the agenda in recent months. Historically these parish assets were regularly cleaned and repainted, but that had also lapsed. Cllr Williams confirmed that the Bus Shelter had been recently cleaned by the Fire Service, although some graffiti is present. Member of the public volunteered to remove the graffiti prior to repainting as necessary. Cllr Geen requested that Council approved the purchase of paint and brushes to repaint the Phone box in Hexworthy, as she had a willing volunteer. Council agreed that the three parish phone boxes in Princetown also needed attention and that this should be included in the monthly 'tidy-up' and that paint should be purchased to refurbish the three in Princetown and the one in Hexworthy. **Action:** Clerk to order paint and brushes. Cllr Williams to contact the Fire Service to clean the phone boxes prior to them being painted.

**15. Financial management –**

- a. Payments approved; Cheques signed by Cllr Henson and Cllr Manning.

Ref	Chq No	Date	Payee & Details	Amount
1566	1783	27/09/2022	David Cole Expenses	£ 101.00
1567	1784	27/09/2022	David Cole Pay	£ 528.00
1568	1785	27/09/2022	Jackie Bennetts Pay	£ 328.35
1569	1786	27/09/2022	Jake Cook - litter picker fee	£ 40.00
1570	1787	00/01/1900	HMRC Clerk Tax	£ 82.20

- b. The monthly bank reconciliation has been completed and is correct. Statement date 31/8/22. Access to internet banking allows Clerk to check between statements. Monthly report is therefore correct to 21/9/22
- c. Significant Changes: Second Precept payment received £8997.50 on 16/9/22
- d. Online Banking – progress – Cllr Byrom to contact Lloyds with additional information
- e. External Audit – the Notice of Completion of the External Audit has been received.

**16. Budget 2023/24 and Precept** – Clerk reminded Council that it is time to budget for the next year 2023/24 and asked Councillors to identify any items of future expenditure for consideration at the next meeting. Clerk put forward a number of potential costs to be considered:

- a. Repairs or replacement of Play Park equipment as identified in the last inspection
- b. Replacement/Service of the De-fibs, Cabinets, Bags
- c. Long term storage option (alternative to garages)
- d. Maintenance of Parish Assets - Phone Boxes, Bus Shelter, Noticeboards,
- e. Training for new Councillors.
- f. Election costs 2023 re-election of Councillors

**Action:** Clerk to prepare draft budget for consideration at Oct meeting.

**17. Updates on correspondence/ actions from previous meetings -**

- a. Memorial Benches – Princetown **Action:** David Cole to remove the benches and transport them to prison workshop Monday 2<sup>nd</sup> Oct. It is hoped that the benches will be back in situ for the Remembrance Service in November.
- b. Huccaby /Hexworthy overgrown hedges – Cllr Geen reported that Tom Stratton has been contacted with regard to trimming Duchy owned hedges and she is waiting for a resident to return from holiday to speak to him regarding his section of hedge.

**18. Reports from Committees, Sub Groups and Special Interests:**

- a. Youth Club – nothing to report
- b. PTA – Cllr Byrom reported they are planning to hold a community event each month. Councillors are asked to let Cllr Byrom know of little community projects that the children could get involved in. Oct – Harvest themed so children are bringing in vegetables to make soup. Also involved in planting wild flowers on the new Prison wall.

- c. Speedwatch – A number of sessions have been rained off recently although a session took place the day before the meeting. A resident commented that Speedwatch volunteers were not very visible in a private driveway in Postbridge despite wearing Hi-Viz jackets. Cllr Manning explained that each of the sites is approved by D&C Police and they have permission to use private drives.

**19. 2<sup>nd</sup> PUBLIC SESSION – nothing raised**

**20. Exchange of information:**

- a. Cllr Henson reported that the repairs to the potholes outside the Visitor Centre had obliterated the double yellow lines. The road is currently private and therefore the 'No Parking' signs are advisory only. DNPA is responsible for re-painting yellow lines.
- b. Cllr Henson reported that the Remembrance wreath has been purchased and will be delivered by end of the week.
- c. Cllr Williams reported on the recent VZSW meeting 21<sup>st</sup> September. Stakeholders are keen to continue the initiative and apply for additional money should that be available later in the year. Cllr Williams requested that the Clerk issue a press release reminding the public to take care and reduce speed, particularly as the clocks change. Clerk is also requested to write to HMP Dartmoor and local supermarkets (delivery vans) reminding them to reduce speed. Additional police speed cameras will be in place on the road. VZSW to be included in 'Reports from Committees, Sub Groups and Special Interests in future meeting. **Action:** Clerk to action press release and letters mid-October.

**21. Date of next meeting 1930 on 25<sup>th</sup> October 2022 will be at Postbridge Village Hall**

**Meeting Closed 20.25**