

Dartmoor Forest Parish Council



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10th April 2023

Minutes for the Council Meeting at 1930 on 28th March 2023 in Princetown Community Centre

Present:

Hexworthy/Huccaby Ward:	Princetown Ward:	
Cllr Alison Geen	Cllr Stephen Butterworth	2 Vacancies
Postbridge Ward:	Cllr Gregg Manning *	* Chair
Cllr Julian Greatrex		** Vice Chair
Cllr Wendy Watson	Cllr Mark Williams	

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 **PCMF**: Princetown Churchyard Maintenance Fund

Cllr Manning chaired the meeting.

There were 3 members of the public present, plus Cllr Mark Renders (WDBC)

- 1. Apologies** – Cllr Byrom, Cllr Steele
- 2. Declarations of interest** - none declared
- 3. Acceptance of minutes** - As previously circulated for meeting on 28th February 2023 Council resolved to approve the minutes which were signed by Cllr Manning.
- 4. Urgent decisions since last meeting** – none
- 5. Policy Review** – Clerk reported on the need to update current [Standing Orders](#) in line with NALC Model Standing Orders 2018 (England) updated on April 2022. Model Standing Orders can be accessed by Councillors using the google link circulated by the Clerk on 23/3/23. Cllr Geen suggested the Clerk should adapt the model standing orders to fit DFPC, and circulate to Councillors for discussion and approval at the next meeting. Action: Clerk to adapt model standing orders and circulate to Councillors.

Council also needs to undertake annual review of all governance documents, policies and procedures by June 2023. Once the Standing Orders are approved it will be necessary to ensure that all policies and procedures then sit in line with them. Action: Clerk to circulate a list of documents for Councillors to review in the coming months.

6. Parish Noticeboards – Hexworthy and Postbridge

Council discussed and agreed action to be taken to replace or refurbish the noticeboards. Examples of noticeboards and costs, were circulated prior to meeting.

Council agreed that option 1, 4xA4 sized painted aluminium frame was preferred.

25th April 2023

Signature of Chair



Action: Cllr Watson offered to refurbish the noticeboard at Postbridge, replacing the post, repairing the door, rubbing down and repainting.

Cllr Geen will continue to canvas Hexworthy residents to see if they would be willing to contribute to the cost of replacing with a new aluminium framed noticeboard.

Clerk to contact DNPA to confirm requirements regarding colour of noticeboards.

- 7. The King's Coronation** – Cllr Williams updated on the plans to celebrate the Coronation on May 7th 1200 – 1600. He confirmed the Community Centre is booked as a poor weather back up, but it is hoped that the event will take place outside and on the football pitch. The Football Club has agreed to make the pitch available and Council has agreed to do the initial grass cut before the event. Bouncy Castle/Soft Play invoice has been received from Kidz Soft Play for £275, payable on 5th May 2023, so will be included in the April payments.

Cllr Watson enquired whether any budget would be available for celebrations to take place in Postbridge, or to purchase alternative, more permanent souvenirs. Cllr Manning agreed there is a small amount of funding available if either Postbridge or Hexworthy Councillors wanted to request it to hold an event within their wards.

Council agreed they would be willing to purchase packets of wild flowers at a cost of £1.25 each (details previously circulated) for every child and young person in the Parish, for planting in designated areas or in private gardens.

Cllr Renders suggested that individual invites could be distributed to all residents making them aware of the event.

Action: Cllr Williams to recommend to Event Committee the flower seed option, and propose sending individual invites to each household.

- 8. Parking issues (Princetown) - none**

- 9. 1st PUBLIC SESSION – none**

- 10. Residents' issues or concerns** - Standing item to cover issues raised at or since the last meeting

- a) BT Phone Box (Princetown) – this was raised at the last meeting by a member of the public as it is in state of disrepair and the door is currently cable tied closed. Cllr Williams expressed concern that it is an eyesore and given the work being done to improve how Princetown looks it is a shame for it to remain in its current condition. Council is keen to investigate how often the phone has been used in recent years, and report the problem to BT, asking them to make repairs to the door, and refurbish the box. Action: Clerk to investigate with BT if it is still operational, and request it is repaired and refurbished.
- b) Brambles encroaching on the road (Tavistock Road) pushing drivers into middle of road. Council agreed to contact Duchy of Cornwall to request they cut back the brambles. Action: Clerk to contact Tom Stratton DoC.
- c) Request from Bellever resident to hold one meeting a year in Bellever (use of YHA meeting room has been suggested) in addition to the Postbridge meeting. Council agreed in principle to holding meeting each year in either Postbridge or Bellever, providing the venue is suitable. Meeting is already arranged for Postbridge in 2023. Action: Clerk to investigate Bellever venue with a view to meeting there in 2024 and respond to resident.
- d) Bellever resident has asked Council to request confirmation from DNPA regarding their current position on wild camping and their continued resolve to ban camping between

Walla Brook and the East Dart. Council discussed that until the Wild Camping Appeal Case has been resolved DNPA are not moving forward with the Byelaw revision, and therefore their position is unchanged. Action: Clerk to respond to the resident

11. Planning – [Search for an application | Dartmoor](#)

- a) **049/23** at 3, Albert Terrace, Princetown PL20 6QP – Granted Conditionally 27/03/2023
- b) **084/23** at 2, Windsor Villas Tavistock Road, PL20 6RE – WITHDRAWN 14/3/23
- c) **120/23** at [Two Bridges Hotel Two Bridges, PL20 6SW](#) – extension granted until 28th April, to allow for consideration at next meeting. Cllrs Geen and Greatrex agreed to review this application and report back to the April meeting.

12. Nomination of Parish Members to DNPA – Councillors were invited to put themselves forward for nomination to DNPA. Cllr Williams expressed his interest in the role and Council agreed to put him forward. Nominations close on 11th May 2023. Action: Cllr Williams to complete nomination form and return to Clerk to be forwarded to DALC who are administering the process.

13. Financial management - see Financial Report for details

a) Payments were approved by Cllrs Manning and Geen;

Ref	Chq No	Date	Payee & Details	Amount
1620	1826	28/03/2023	South Brent Parish Council DALC Training Councillors x3	£ 46.59
1621	1827	28/03/2023	Tony Parker - Re-imbursing for refurbishment of telephone box and electrical supply to defib	£ 114.56
1622	1828	28/03/2023	David Cole Lengthsman Pay	£ 528.00
1623	1829	28/03/2023	Jackie Bennetts Clerk Pay	£ 356.35
1624	1830	28/03/2023	Jackie Bennetts Clerk Expenses- defib batteries	£ 52.74
1625	1831	28/03/2023	Jake Cook - litter picker fee	£ 45.00
1626	1832	28/03/2023	HMRC Clerk Tax	£ 89.20

- b) Invoices to be issued; none
- c) Bank reconciliation; correct to 23/3/23
- d) Online Banking – ongoing, waiting for bank to add Cllr Geen and Cllr Byrom to banking mandate
- e) End of Year Financial Report - Council discussed and agreed how to allocate any underspend and vat reclaim to expenditure/reserves for 2023/24.

Council took the decision not to purchase the Garden waste subscription for 2023, as they were not used last year.

Council agreed any underspend should be allocated, in order, to RoSPA inspection fee, any repair work required in Play Park, tree works at Postbridge Cemetery, to replace noticeboards, service the mower, build reserves for replacing Defibs.

14. Updates on correspondence/ actions from previous meetings -

- e) May Elections - Councillors were reminded to submit their nomination form to WDBC by 4th April 2023. Notice of Election posted on website and Princetown Notice Board 23/3/23
- f) Welcome to Princetown Sign – Clerk has contacted DCC Highways to ask if it is possible/permitted for the sign to be sponsored by a local business. Cost to replace is

estimated to be between £100-£300, but there were problems with the contractors used by DCC for signs. Awaiting response from DCC.

- g) Attendance at Princetown Wellbeing Event 27th March (verbal update) Cllr Manning gave a brief update, thanking the Councillors who attended. Slight disappointment that it wasn't attended by more members of the public, although more attended than last year. It was felt it was worthwhile to be there.

15. Reports from Committees, Sub Groups and Special Interests:

- a) Speedwatch – Cllr Manning reported that there were fewer vehicles found speeding in recent sessions.
- b) Princetown Churchyard Maintenance Fund – Cllr Williams reported that the recent meeting was not well publicised and needed to be better publicised. Further meetings on the 11th April and a working session on the 15th April are planned.
- c) Tidy Princetown and Pots – Cllr Williams reported that the pots will be planted and sited around the village in the next few weeks. Tidy Princetown needs to be better publicised to attract more residents.

16. 2nd PUBLIC SESSION - Residents are invited to give their views and question the Parish Council on agenda items, or raise issues for future consideration

- a) Lengthsman raised the need to find alternative storage for equipment as No 2 garage door hinges have failed. Cllr Williams suggested the large container near the football pitch could be a possibility. Action: Clerk to investigate who owns the large blue container as a possible storage option for equipment.
- b) Member of the public queried the locations of Speedwatch asking why it occurs on stretches of road not used by pedestrians or livestock. Cllr Manning explained that the 7 locations within the Parish have to be approved by the Police so it is not possible to site Speedwatch just anywhere.

17. Exchange of information -

Round table discussion for any matters to be shared for information or to request they are put on agenda for next meeting

Cllr Geen reported that Natural England are proposing reductions to the numbers of stock farmers/commoners are permitted to graze on the moor. If anyone wants more information contact Cllr Geen.

Cllr Butterworth reported he had heard about a proposal to reintroduce a Pony Sale in Princetown. Action: Clerk to put this on the agenda for April meeting.

Cllr Watson reported that a Postbridge resident had commented on how well the Cemetery was looking. Clerk also paid thanks to Lengthsman for his recent work there.

Cllr Williams raised the issue of the hedge along the road side of the Play Park being overgrown and in need of a trim. It is understood this is the responsibility of PCC. Cllr Renders (WDBC) reported that he believed the Duchy had recently offered assistance with cutting and laying the hedge.

Cllr Williams reported that work to refurbish the bus shelter is underway, with wood and concrete blocks being donated to replace the seating, and that it would be painted once the weather dries up.

Cllr Williams reported about '[Wild About Devon](#)' and suggested the Council should sign up to this initiative.

18. Date of next 'Tidy Princetown' - 10am until 11am - Sunday 2nd April 2023.
Meet outside Post Office.

19. Date of next meeting - 1930 on 25th April 2023
Princetown Community Centre

Council resolved to move to Part 2 of the meeting and exclude members of the general Public.

Part 2:

20. Clerk Annual Appraisal and Pay Increment – Cllr Geen reported that she had conducted the annual appraisal on behalf of the Employment Committee at the end of February and circulated her report to the Committee on 3rd March 2023. Council agreed to increase Clerk salary by one point on the pay scale, as stated in the Contract of Employment.

Meeting closed 2045