



Dartmoor Forest Parish Council

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10th May 2023

Minutes for the Council Meeting at 1930 on 25th April 2023 in Princetown Community Centre

Present:

Hexworthy/Huccaby Ward:	Princetown Ward:	
	Cllr Stephen Butterworth	2 Vacancies
	Cllr Emma Byrom **	
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 Geen (Cllr Steele – Absent)
- 2. Declarations of interest** - none declared
- 3. Acceptance of minutes** - As previously circulated for meeting on 28th March 2023 Council resolved to approve the minutes which were signed by Cllr Manning.
- 4. Urgent decisions since last meeting** – none
- 5. Result of Uncontested Election**- Clerk confirmed that seven Cllrs had been nominated and resulted in an uncontested election, where all were duly elected and will take up post on the 9th May. Clerk issued 'Eligibility' and 'Acceptance of Office' forms for completion by Councillors, and explained process for completing Register of Interests by the May meeting.
- 6. Recruiting to fill Princetown Cllr Vacancies** – Council discussed the need to recruit three new Councillors to be co-opted as soon as possible (ideally May meeting). Council agreed to use the Coronation celebrations to promote the work of the Council and try to recruit. The Annual Parish Meeting is also an opportunity to remind people what the Council has achieved and how people can get involved. Council also recognised it is important to identify why people are not willing to come forward onto Council. Action: Chair and Clerk to draw up a document outlining achievements over the past year. Clerk to use social media to promote what Council is doing, to raise the profile.
- 7. Policy Review** – Clerk circulated prior to meeting the new Standing Orders. Cllr Watson proposed that Council adopt the document, seconded by Cllr Byrom and voted unanimously in favour by Council. Action: Clerk to update website with new document. Clerk then

25th April 2023

Signature of Chair



allocated documents/policies to Cllrs for review. See [Briefing Notes](#) Appendix 1. Ideally the documents would be reviewed and amendments suggested at the May meeting, for approval at the June meeting. Action: All to review documents and suggest any amendments to Clerk.

8. **Proposal to hold Pony Sale in Princetown** – Council have been made aware of a proposal to hold a pony sale, in addition to the one in Chagford, in the Autumn, although Council has not been notified officially. Council generally agreed that it could draw visitors to the village but would like more information before discussing it further. Action: Clerk to contact Charlotte Faulkner Dartmoor Hill Pony Association to request more details.
9. **Natural England plans to reduce levels of stock on Dartmoor** – Cllr Manning referred to the information sent prior by Cllr Geen and suggested that individuals could write to local MP's to express their views and lobby to get Natural England to revoke these plans. If further information comes to light Council could take further action.
10. **RoSPA Play Park Inspection** – Cllr Williams, Lengthsman and Clerk met recently to look through the report and agree how to address the items raised in the report. Clerk has drawn up an action plan for the next 6 months, but it may be necessary to obtain funding to make some repairs, and to replace the rope bridge which has been picked up in the report for a number of years due to decaying wood. It will need removing or replacing in the next few years. Cllr Williams proposed that Council agree to the action plan, seconded by Cllr Butterworth – Council voted to adopt the action plan. See [Briefing Notes](#) Appendix 2. Action: All Councillors to look out for potential funding opportunities.
11. **1st PUBLIC SESSION** - Residents are invited to give their views and question the Parish Council on agenda items, or raise issues for future consideration
 - a) Resident (ED) raised the matter of flooding on the road below New London, making it impossible for pedestrians to walk from village to New London, without walking through the water. It was suggested that individuals can report it to DCC Highways themselves. Action: Clerk also to report and submit photos provided. Lengthsman to see if there is a blocked drain/culvert which is preventing the surface water draining into adjoining fields, and clear if possible.
 - b) Resident (ED) also raised the matter of the Pedestrian Warning Red Triangle sign which is missing from further along that road, although the pole is still there. Given there is no pavement pedestrians have to walk in the road. Action: Clerk to report missing sign to DCC Highways.
12. **Parking issues (Princetown)** - Standing item to cover issues arising since the last meeting – none raised prior to the meeting
13. **Residents' issues or concerns** - Standing item to cover issues raised at or since the last meeting – none raised prior to the meeting.
14. **Planning** – [Search for an application | Dartmoor 0120/23](#) - Electric Vehicle Charging Points at Two Bridges Hotel Two Bridges, PL20 6SW Council considered the report from Cllr Geen (sent 20/4/23). Cllr Greatrex had also reviewed the application and supported Cllr Geen's viewpoint. Council then voted unanimously to OBJECT to the application as it stands, although it should be stressed that all members are fully supportive of providing electric charging points. The issue is with the location; in the middle of the carpark and the colour of the charging units. Council felt that more should be done to reduce the visual impact of them, that they should be more in-keeping with the surroundings, and more in line with DNPA guidance for items such as



noticeboards and signs, which are required to be dark in colour, green, brown or black, being preferred colours. Action: Clerk to respond to DNPA Planning.

15. Financial management - see [Financial Report](#) for details

a) Payments approved and cheques signed by Cllr Manning and Cllr Byrom;

Ref	Chq No	Payee & Details	Amount
1627	DD	West Devon Borough Council - Account no 300004188 Cemetery Rates (6 months)	£ 109.56
1628	DD	West Devon Borough Council - Inv no 8000342825 4x Dog Bin emptying, fortnightly 13 weeks winter	£ 190.94
1629	1827	Jackie Bennetts - Clerk Pay	£ 363.35
1630	1828	David Cole - Lengthsman Pay	£ 528.00
1631	1829	Josh Cook - Litter Picker fee	£ 44.00
1632	1830	HMRC - Clerk tax	£ 90.60
1633	1831	Ann Strange - Kidz Soft Play	£ 275.00
1634	1832	DM Payroll	£ 132.00
1635	1833	Devon Association of Local Councils	£ 303.91
1636	1834	Jackie Bennetts - Clerks Expenses - Coronation Wild Flower Seed Packsx200	£ 235.95
1637	1835	Playsafe RoSPA Insection Play Park	£ 132.00
1638	1836	Cllr Mark Williams - purchase of compost	£ 62.00
1639	1837	David Cole - Expenses - fuel and 2 stroke oil	£ 41.95
			£ 2,509.26

b) Bank reconciliation; correct to 24/4/23

c) Banking Mandate and Online Banking –Cllr Byrom has been added as signatory but still awaiting online access, as is Cllr Geen.

d) Preparations for internal audit – update from Clerk

16. Updates on correspondence/ actions from previous meetings -

a) Welcome to Princetown Sign – still awaiting response from DCC Highways.

b) Brambles on Tavistock Road – Response from DoC received 12/4/23 Estate Warden has been tasked to investigate and remove if necessary and possible.

c) BT Phone Box (Princetown) – reported to BT 13/4/23, who have requested photos of the box and put it on list for refurbishment, although it is unlikely to be done this year.

d) Nomination of Cllr Mark Williams to DNPA – nomination form completed and sent to DALC 11/4/23 Closing date for nominations 11/05/23 after which Council will be asked to vote to elect Members.

e) Noticeboards – Hexworthy and Postbridge – DNPA have responded to enquiry regarding the colour of the noticeboards. They have stated a preference for wood and painted in a dark colour; green or brown would be acceptable. Cllr Watson reported that repairs of the Postbridge noticeboard were in hand, but the wet weather was not helping. As Cllr Geen not in attendance, update re Hexworthy will be at May meeting. Action: Clerk to send picture of the preferred Aluminium framed notice board to ask if that would be acceptable.

- f) Queen's Jubilee and King's Coronation trees in the Play Park – DoC have sent a list of tree species available. All are 1-2m high, and can be delivered. Council selected a Silver Birch and a Sycamore which are to be planted in the Play Park on the 7th May as part of the Coronation Celebrations. Tree guards will be necessary to protect the young trees, until they establish. Council chose metal tree guard (See [Briefing Notes](#) Appendix 3 – option 3), galvanised and painted black for longevity. Council also chose the font (See [Briefing Notes](#) Appendix 3 – option 1) for the commemorative plaques.
Action: Clerk to contact DoC to request trees are delivered to Cllr Williams, to place order for tree guards and plaques.
- g) Results of Princetown Housing Needs Survey – see email on 11/4/23. Survey identified the need for 16 affordable homes in Princetown. See [Briefing Notes](#) Appendix 4

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

- a) King's Coronation Committee – Cllr Byrom reported on the plan for the day and requested rosettes for the dog show. Clerk reported there is a small amount left in the budget to purchase rosettes for the dog show, paper cups and plates for the afternoon tea. Clerk reported that Postbridge Village Hall Committee had requested a financial contribution towards planting daffodil bulbs for the Coronation, as they have for previous Jubilee celebrations. Council agreed to make funding available to both Postbridge and Hexworthy at March Meeting. Council agreed to a payment of £50 to be made at the May meeting. Action: Clerk to contact Post Village Hall Committee to confirm decision and prepare payment of £50 to be made at May meeting.
- b) Youth Club – Cllr Byrom reported that they are waiting for a survey to be done to identify the work needed to the building. Clerk has found out that the blue container belongs to the Youth Club, so it is unlikely to be available as storage for Council equipment. Action: Cllr Byrom will investigate whether the Youth Club still need the container.
- c) Princetown Primary School PTA - Cllr Byrom – nothing to report.
- d) Speedwatch – Cllr Manning reported that sessions are ongoing weather permitting.
- e) Princetown Churchyard Maintenance Fund – Cllr Williams reported that the group plans to meet every three weeks, but it would be good to get more people involved.
- f) Last Tidy Princetown Session – next session planned for 8th May, again it is the same few people helping, and a few more 'helping hands' would be welcomed.

18. 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) Resident asked how the Churchyard and Tidy Princetown sessions were publicised. Clerk explained they are posted to the DFPC FaceBook page and people then need to share it to other local groups.
- b) Cllr Sanders updated on current issues being dealt with by DNPA, including the Wild Camping Appeal and Natural England stock reduction plans. He also explained that DCC were struggling to deal with the number of potholes being reported and requiring repair.

19. 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

- a) Southern Parish Links – Council has been invited to send representative to meeting on 24th May, 7.30pm Kilworthy House, to discuss local training needs, fair use of local training fund, and to form small sub-committee to oversee the fund. Cllr Manning agreed to attend.
- b) Litter picker – at recent meeting with Clerk and Cllr Byrom he made a request for a wheelbarrow/trolley to remove rubbish sacks from park to home, a Hi-viz vest stating 'DFPC Litterpicker', and an ID badge with lanyard. To be discussed at May meeting.
- c) Cllr Byrom asked if there was any reason why meetings couldn't start at 7pm rather than 7.30pm. To be discussed at May meeting.
- d) Cllr Watson reported that St Gabriel's Church, Postbridge was holding a Picnic on the 7th May at 3pm to celebrate the Coronation.
- e) Cllr Williams requested more information on the DFPC budget and felt that it would be useful for Councillors to have a better understanding of where the money is spent. To be discussed at a future meeting (June).
- f) Cllr Williams reported that increasingly residents are finding it difficult to park on their own street, due to the increase in visitors and possibly due to the increase in parking charges in the car park. He suggested looking into Permit Parking and possibly surveying residents to see if they would support this, and the implications. To be discussed at the May meeting.
- g) Cllr Williams asked for an update on the War Memorial Benches. Action: Clerk to follow up with Cllr Steele and Prison Workshop.

20. Date of next 'Tidy Princetown' - 10am until 11am – Monday 8th May 2023.
Meet outside Post Office.

21. Date of next meeting - 1930 on 23rd May 2023
Princetown Community Centre

Meeting Closed at 2118