

Dartmoor Forest Parish Council



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Councillor Briefing Notes for meeting 23rd May 2023

Annual Parish Meeting 2023

1. **Apologies –**
2. **Annual Parish Meeting 2022 – Matters arising from last meeting**
3. **Chair's Report – Cllr Manning**
4. **Review of the past year and a look to the future –** a general discussion looking at what has worked well in past year, what improvements could be made and an opportunity to consider what Council may do in the coming year.
5. **Matters raised by Electors –** Opportunity for members of the Public to raise matters of concern, or suggest actions for the coming year.

Annual Parish Council Meeting Agenda

1. **Apologies –** Cllr Watson
2. **Declarations of interest -**
3. **Acceptance of minutes -** As previously circulated for meeting on 28th March 2023.
4. **Urgent decisions since last meeting –** none
5. **Election of Chair and Vice Chair –** Election of officers for the year May 2023–April 2024. Councillors are asked to put themselves forward for the positions. Council will vote by secret ballot to elect each position. Newly elected Chair and Vice Chair will sign Acceptance of Office form.

The newly elected Chair will preside for the remainder of the meeting
6. **Co-option of Councillors to fill three vacancies in Princetown Ward -** Each candidate to make short statement to Council regarding why they want to be a Councillor. Candidates will be asked to leave the meeting briefly while Council vote for candidates to fill the vacancies.
7. **Policy Review –** Review of progress to date. See Appendix 1.
8. **DNPA Parish Members Election –** Council to consider ballot for members. There are two vacancies to be filled by election. Deadline 2pm 31st May 2023. Council needs to select two candidates of the four put forward. See email 19/5/23
9. **Proposal to hold Pony Sale in Princetown –** Council to discuss the proposal and decide if any action is to be taken. Clerk contacted Charlotte Faulkner (Dartmoor Hill Pony Association) on 15/5/23 to request further information and invite her to attend a meeting if she would like to - no response to date.
10. **Natural England plans to reduce levels of stock on Dartmoor –** See Appendix 2 for latest update from Cllr Geen. Council to consider if any action is to be taken.
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

12. **Parking issues (Princetown)**- Standing item to cover issues arising since last meeting
 - a) Residents Parking – As raised at the April meeting by Cllr Williams, Council to discuss and consider options for resolving the issue. See email sent 19/05/23 for information from DCC Highways regarding Resident Permit Parking Schemes.
13. **Residents' issues or concerns** – Standing item to cover issues raised at or since the last meeting – none raised prior to meeting
14. **Bellever Garages** – Council to approve the move to No 18, as proposed in the letter received from DoC 11/5/23. See email sent 19/05/23.
15. **Litter Picker** – Council to consider request for trolley to remove bin bags from play park, Hi-Viz Vest and ID Lanyard. See Appendix 3 for details and costs.
16. **Planning** –
 - [0120/23](#) - *Electric Vehicle Charging Points at Two Bridges Hotel Two Bridges, PL20 6SW* Council to consider application and decide on response. **Granted Conditionally 12/05/23**
 - Council to discuss the following applications and agree on response to DNPA**
All Councillors should look at these applications online prior to the meeting.
 - [0195/23](#) at 1 Hessary View, PL20 6RA - Cllrs Greatrex and Williams agreed to review this in detail and report back to meeting. Deadline 25/5/23
 - [23/0031](#) at Chaplains House, Tavistock Road, PL20 6RE Works to trees in a Conservation area. Deadline 21/6/23
 - [23/0028](#) at 6, Grosvenor House, Barrack Road, PL20 6RQ Works to trees in a Conservation area. Deadline 21/6/23
17. **Financial management** - see Financial Report for details
 - a) Payments to be approved;
 - b) Bank reconciliation;
18. **2022/23 Annual Governance and Accountability Return** – See Financial Report
 - a) Council to receive Bank Reconciliation and Variance Analysis
 - b) Council to approve the Annual Governance Statement, to be signed by Chair & Clerk.
 - c) Council to approve the Accounting Statements to be signed by Chair
19. **Updates on correspondence/ actions from previous meetings** -
 - a) Noticeboards – Hexworthy and Postbridge – Clerk has e-mailed DNPA to seek their views on the notice board chosen by Council at March meeting (Aluminium frame) – awaiting response.
20. **Reports from Committees, Sub Groups and Special Interests:**
 - a) Youth Club & Princetown Primary School PTA – Cllr Byrom
 - b) Play Park Action Plan – See Appendix 4 for progress to date
 - c) Speedwatch – Cllr Manning See Appendix 5
 - d) Princetown Churchyard Maintenance Fund – Cllr Williams
 - e) Last Tidy Princetown Session –
21. **2nd PUBLIC SESSION** - Residents are invited to give their views and question the Parish Council on agenda items, or raise issues for future consideration
22. **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
23. **Date of next 'Tidy Princetown'** - 10am until 11am - Sunday 4th June 2023.
Meet outside Post Office.
24. **Date of next meeting** - 1930 on 27th June 2023
Princetown Community Centre

Appendix 1-Cllr Review of Governance Documents- All documents for review by June 2023

Governance Docs	Policy	Procedure	Assessment	Notices
Documents		Reviewers 2022	Suggested Reviewers 2023	Date Completed
Risk Register			Clerk, Cllrs Manning & Geen	Cllr Manning
1.	Standing Orders	ALL	All	25 April 2023
2.	Financial Regulations	Clerk & Cllr Geen	Clerk, Cllrs Geen & Byrom	
2.1	Grants and Donations Procedure	Clerk & Cllr Geen	Clerk, Cllrs Geen & Byrom	
3.	Members' Code of Conduct	ALL	All	
3.1	Complaints Procedure	Cllr Manning	Cllrs Manning & Watson	Cllr Manning
4.	Transparency Code	ALL	All	
4.1	Community Engagement Policy	Cllr Watson	Cllrs Watson & Byrom	
4.1.1	Publication Scheme	Clerk	Clerk	
4.1.2	Privacy	Clerk	Clerk	
4.2	Prinetown CCTV Policy	Clerk & Cllrs Manning & Geen	Clerk, Cllrs Manning, Williams	Cllr Manning
4.2.1	Prinetown CCTV Data Protection Impact Assessment	Cllr Manning & Clerk	Clerk, Cllrs Manning, Williams	
5.	Risk Management Strategy	Cllr Geen & Clerk	Clerk, Cllrs Manning & Geen	
5.1	Play Area Inspections Procedure	Cllrs Henson, Williams, Byrom	Cllrs Williams, Byrom & Butterworth	
5.2	Lengthsman and Grounds Maintenance Procedure	Clerk & Cllr Henson	Clerk & Cllr Williams	
5.2.1	Lengthsman and Grounds Maintenance Risk Assessment	Cllr Henson & Clerk	Clerk & Cllr Williams	
5.3	Snow Warden Procedure	Cllr Byrom	Cllr Butterworth	
5.3.1	Snow Warden Risk Assessment	Cllr Byrom	Cllr Butterworth	
5.4	Memorial Inspections Procedure	Cllr Greatrex	Cllr Greatrex & Watson	
5.5	Burials Procedure	N/A	Cllr Greatrex & Watson	
5.6	Public Seating	N/A	Cllr Greatrex	

Appendix 2 – Report from Cllr Geen

There was a debate held on 18th April in Westminster Hall instigated and lead by Sir Geoffrey Cox attended by most local MPS and some from further away who are following this situation closely because it could affect their constituents too. Sir Geoffrey observed the following *“The immediate occasion of the debate—I am grateful to the Minister for preliminary discussions—is a problem that has arisen in connection with the farmers on Dartmoor, the viability of their business, and the levels of stocking and grazing that are to be expected by Natural England in connection with the renewal of their higher level stewardship arrangements”*. There is to be a review of Natural England’s approach which had already been suggested as the differences in opinion between farmers and Natural England were obvious last year. The mechanics of this and who will sit on the panel are currently being worked out (as at 15th May).

With regard to the schemes currently up for rollover a proposal was made at the debate by Sir Geoffrey that for the first 12 months there would be no or minimal grazing level changes and the stocking calendar would essentially not change. However, the proposal is called “one plus four”, so that after the 12-month review in which the independent facilitator works to achieve consensus, the remaining four years would implement the recommendations of that review. This proposal was passed.

Mark Spencer, The Minister for Food, Farming and Fisheries spoke at the debate and agreed with the proposal and the way forward. I think it was clear that Sir Geoffrey had done a lot of work leading up to this debate.

There are meetings going on nearly every week trying to achieve a consensus approach to the way forward while the review is being held. So far Defra and the Rural Payments Agency (RPA) seem to think that this one year rollover is a good idea. However Natural England think that the one year rollover should be with their suggested stock reductions being made. We don’t think Defra or the RPA agree and that wasn’t what Sir Geoffrey proposed.

If you want to read the debate the Hansard link is <https://hansard.parliament.uk/commons/2023-04-18/debates/14C93448-8BE4-461F-A5BC-8203E7344F9D/FarmingOnDartmoor>.

I’m happy to answer questions at the meeting or by email because I realise it is a complicated situation not helped by there being 3 government bodies being involved.

Alison Geen
15th May 2023

Appendix 3 – Resources for litter picker

[Cart](#) £54.99 Holds up to 68kg. Folding for easy storage at home.



[Hi Viz](#) £8.99

£8⁹⁹

FREE delivery 25 - 30 May. [Details](#)



Note: Display is an approximate preview.

[Lanyard and ID Badge](#)

£2.60



Appendix 4
RoSPA Play Park Inspection March 2023 – Proposed Action Plan

Cllr Williams, Clerk and Lengthsman met at Playpark on 13/4/23 to go through the report and identify actions to be taken to rectify issues raised.

When	Element	What	Who	Complete?
Immediate Action (within 1 month) By end May	A1 - Boundary	Make repairs to link fencing by swings	Dave Cole	yes
	A4 - General surface	To remove mole hills, when cutting grass	DC	yes
	P1- Agility Trail	Remove rotten timber from rope bridge and replace with new (Need to plan for replacement of Rope Bridge due to extensive rot in wood)	DC Council	
	P9 – Multi-play P11 – Rocker P7 – Arches	Clean off dirt and algae Clean off dirt and algae Dig out around uprights, fill with postcrete and replace turf	DC DC DC	yes
	P8 – Cycle ramps	Repair surface but replacing turf in front of ramps	DC	yes
Within 3 months By end July	A2 Gate – Entrance	Lay slabs in entrance way (under gate to road)	DC	
	A7 – Lower Bench	To lay slabs in front, to raise flooring level and eliminate mud	DC	
	P3 Cableway - seat	Remove cover and check links in chain	DC	
	P12 – See Saw P16 – Single Point Swing	Obtain quotes for checking/replacing bearings Obtain quotes for checking/replacing bearings	Clerk Clerk	
Within 6 months By end Oct	P4 – Cableway	Smooth out ground and lay replacement matting and re-seed area	DC	
	P11 – Rocker	Make repairs to matting, remove weeds and seal gaps	DC	
	P15 - Swings	Repair matting – re-glue and fill gaps and joints	DC	
	P12 – See Saw	Replace bearings/centre axis as necessary	Contractor	
	P17 – Single Point Swing	Replace bearings as necessary Lay replacement matting and re-seed	Contractor DC DC	
	P20 – MUGA Goal end	Dig out and replace area of turf		

Turf to be removed from an area on the bank against the far wall, opposite the entrance, to be used to fill in gaps as above. Where turf removed it will be planted with wild flower seeds and the area protected until established, as part of the Coronation Celebrations

Two trees to be planted to replace the two damaged ones at the top of the park. Tree guards to be put in place to offer protection until the trees establish. Trees to commemorate the late Queen and celebrate the new King – Plaques to be arranged for both. **COMPLETE**

Appendix 5 – Cllr Manning report – Speedwatch

Speedwatch Report 17/05/2023 to give you an idea how busy we and all the other teams have been.

The numbers shown below are LIVE stats from the database as at Wednesday 17th May 2023 21:41:42 from results collected by Speedwatch groups in the Devon & Cornwall Police Police Force area.

During the last 30 days

- 1356 speeding offence records were handled automatically and passed on to the local Police for further action. 1233 Warning Letters were sent as a result, and another 76 cases are waiting to be processed.
- The maximum speed recorded in a 20mph zone was 45 mph, but 147 records of excessive speeding (more than 50% above the allowed limit) were flagged up for special attention.
- The maximum speed recorded in a 30mph zone was 62 mph, but 101 records of excessive speeding (more than 50% above the allowed limit) were flagged up for special attention.
- The maximum speed recorded in a 40mph zone was 85 mph, but 4 records of excessive speeding (more than 50% above the allowed limit) were flagged up for special attention.
- 35 vehicles were recorded as multiple offenders; details of these vehicles are passed on to the Road Traffic Policing Departments where they will be kept for 12 months. Dependent on the number or severity of the details special attention could include a visit from the local Neighbourhood Policing Team... etc.
- During this time, groups have recorded 28(2.1%) vehicles with no tax and 22(1.6%) vehicles with no MOT, those driving without an MOT are committing a criminal offence and those without TAX could face a court appearance and a fine.
- Within this time, groups have also recorded 1(0.1%) vehicles being driven after being declared on Statutory Off Road Notice's(SORN) showing that there are a percentage of the population who do not care for the safety and security of other road users.

During the last year

- 19949 speeding offence records were handled automatically and passed on to the local Police for further action. 19326 Warning Letters were sent as a result.
- Within this year, groups have recorded 48(0.2%) vehicles being driven after being declared on Statutory Off Road Notice's(SORN) showing that there are a percentage of the population who do not care for the safety and security of other road users.
- During this year, groups have recorded 410(2.1%) vehicles with no tax and 353(1.8%) vehicles with no MOT, those driving without an MOT are committing a criminal offence and those without TAX could face a court appearance and a fine. The vehicles without TAX have been reported to DVLA for their action.

Community Speedwatch aim to educate drivers about the dangers of speeding and the nuisance it causes in the community where they offend but that does not exclude the possibility of direct Police intervention if the message is not fully understood.

These statistics are only for the groups in the Devon & Cornwall Police Police Force Area.

It is with some sadness that I have to tell you that the car recorded as the fastest within a 40mph limit was captured by the team on Wednesday 17th when we were out at Bennetts Cross. This is one record we really do not want. With sheep on the side of the road to be driving at 85mph is nothing short of madness.