Councillor Notes for the Parish Council Meeting at 1930 on 22 September 2016
At Princetown Community Centre

<table>
<thead>
<tr>
<th>Hexworthy/Huccaby Ward:</th>
<th>Princetown Ward:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cllr Alison Geen</td>
<td>Cllr Justine Colton</td>
</tr>
<tr>
<td>Cllr Wendy Watson</td>
<td>Cllr Gregg Manning</td>
</tr>
<tr>
<td>Cllr Julian Greatrex</td>
<td>Cllr Mark Renders</td>
</tr>
</tbody>
</table>

1. **Apologies** Cllr Alison Geen

2. **Declarations of Interest**

   Any changes to the Register of Councillors Interests must be submitted through a completed Amendment Form to the Parish Clerk. We have a legal requirement to notify the Monitoring Officer at WDBC of any changes within 28 days.

3. **Minutes of the last meeting**

   Clerk has updated minutes after amendments submitted by Cllr. Alison Geen and circulated revised version to Parish Council. No further amendments received. July’s minutes require date to be corrected and initialled by chair.

4. **Proposed removal of BT Payphone at Postbridge**

   BT posted a consultation notice on 7 September 2016 advising that they plan to remove the payphone adjacent to the village stores. The notice advises interested parties to contact their local planning department within 42 days. Upon enquiry BT advise this is West Devon Borough Council (WDBC) not Dartmoor National Park Authority (DNPA). Cllr Alison Roberts (WDBC) is assisting to find out who is the right contact at the Council to discuss further. **Update:** West Devon can find no record of any communication. Clerk has re-contacted BT who now advise it is DNPA. However, DNPA have not been notified and BT are currently refusing to discuss it with them. Clerk to discuss further with DNPA and potentially this could be taken to Ofcom.

   Dartmoor Forest Parish Council (DFPC) to discuss and agree position of council and whether to object to the removal.

5. **Overnight Parking of Motorhomes in rural Moorland car parks**

   Discuss and agree Council’s position and any appropriate actions.

6. **Visit of Inspector Sloman, Devon and Cornwall Police, to Southern Link Meeting 29 September 2016**

   Agree what should be communicated by our representatives to Inspector Sloman, notably Dartmoor Forest’s ongoing concerns at antisocial behaviour and policing levels in Princetown.

7. **Dartmoor Community Paths Scheme**

   Correspondence reviewed at August’s meeting included a letter from Robert Steemson, Head Ranger (DNPA) inviting Parish Councils to support Dartmoor Community Paths Scheme (Item no.6). DFPC to agree formally whether and how Council should support scheme. Potentially one or two councillors could liaise with our area ranger Serina Rouse to determine how DFPC could get involved in the scheme.
### FIRST PUBLIC SESSION

#### 8. Planning applications

<table>
<thead>
<tr>
<th>Ref.</th>
<th>Description</th>
<th>Address</th>
<th>Received</th>
<th>Reply Due</th>
<th>Meeting Targeted</th>
<th>DFPC View</th>
<th>DNPA Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>0326</td>
<td>Airband mast</td>
<td>Land at Hessary Tor, Princetown</td>
<td>24/06/2016</td>
<td>12/07/2016</td>
<td>28-Jul</td>
<td>Detailed</td>
<td>Overdue. Clerk has chased for decision.</td>
</tr>
<tr>
<td>0332</td>
<td>Erection of new barn</td>
<td>Huccaby farm, Hexworthy</td>
<td>01/07/2016</td>
<td>19/07/2016</td>
<td>28-Jul</td>
<td>Supported</td>
<td>Approved</td>
</tr>
<tr>
<td>0295</td>
<td>Erection of open market dwelling (amended)</td>
<td>The Villa, Plymouth Hill</td>
<td>18/07/2016</td>
<td>29/07/2016</td>
<td>28-Jul</td>
<td>Supported</td>
<td></td>
</tr>
<tr>
<td>0416</td>
<td>4 open market dwellings</td>
<td>Tyrwhitt House, Princetown</td>
<td>05/08/2016</td>
<td>23/08/2016</td>
<td>25-Aug</td>
<td>Objected</td>
<td></td>
</tr>
<tr>
<td>0426</td>
<td>Conservatory</td>
<td>9 Oakery Crescent</td>
<td>10/08/2016</td>
<td>29/08/2016</td>
<td>25-Aug</td>
<td>Supported</td>
<td></td>
</tr>
<tr>
<td>0467</td>
<td>Demolition and replacement of single storey extension</td>
<td>Cumberland s, Two Bridges, Princetown</td>
<td>02/09/2016</td>
<td>23/09/2016</td>
<td>22-Sep</td>
<td>To be agreed at Parish Council Meeting</td>
<td></td>
</tr>
<tr>
<td>0041</td>
<td>Tree Works</td>
<td>2 Windsor Villas, Princetown</td>
<td>14/09/2016</td>
<td>23/09/2016</td>
<td>22-Sep</td>
<td>To be agreed at Parish Council Meeting</td>
<td></td>
</tr>
</tbody>
</table>

Parish Council to consider how it can ensure discussion and decision on planning applications remains as open and public as possible.

The Clerk has proposed the following process: (highlighted proposed changes in red) which was agreed to trial going forward:

1. Clerk receives application and checks whether date of deadline is before next meeting.
2. If date is before next meeting Clerk asks DNPA for an extension.
3. Clerk issues planning application to ward councillors as per current process.
4. Councillors review planning application and make decision as per current process.
5. This decision remains provisional until Parish Council Meeting.
6. Agenda and Summons for Parish Council meeting details what planning applications will be considered.
7. Clerk advises Chair whether a decision was unanimous or decision was divided.
8. If decision was unanimous Chair asks one or more ward councillors the rationale behind their decision. The time allowed would need to be very tightly chaired.
9) If decision is divided Chair asks one or more ward councillors, from either support or object, to explain the rationale behind their decision. The time allowed would need to be very tightly chaired.
10) Chair asks if any member of the Public wishes to comment on any application.
11) Council formally vote on each application.
12) Clerk confirms decision of Council to DNPA.

9. Financial management
   a. Cheques to be authorised this month:

<table>
<thead>
<tr>
<th>Ref</th>
<th>Chq No</th>
<th>Date</th>
<th>Payee &amp; Details</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>967</td>
<td>1285</td>
<td>22/09/16</td>
<td>Steve Cox - Admin Expenses</td>
<td>£ 68.87</td>
</tr>
<tr>
<td>968</td>
<td>1286</td>
<td>22/09/16</td>
<td>Steve Cox - Pay</td>
<td>£ 368.45</td>
</tr>
<tr>
<td>969</td>
<td>1287</td>
<td>22/09/16</td>
<td>David Cole - Pay &amp; Expenses - Lengthsman</td>
<td>£ 604.71</td>
</tr>
<tr>
<td>970</td>
<td>1288</td>
<td>22/09/16</td>
<td>HMRC - Lengthsman's Pay</td>
<td>£ 396.00</td>
</tr>
<tr>
<td>971</td>
<td>1289</td>
<td>22/09/16</td>
<td>Duchy of Cornwall - Village Green Rent</td>
<td>£ 42.00</td>
</tr>
<tr>
<td>972</td>
<td>1290</td>
<td>22/09/16</td>
<td>Gregg Manning - Tripod Purchase (Speedwatch)</td>
<td>£ 17.00</td>
</tr>
<tr>
<td>973</td>
<td>1291</td>
<td>22/09/16</td>
<td>Sam Jaques - Litter Picking</td>
<td>£ 19.36</td>
</tr>
<tr>
<td>974</td>
<td>1292</td>
<td>22/09/16</td>
<td>Harry Hooper - Litter Picking</td>
<td>£ 25.16</td>
</tr>
</tbody>
</table>

   b. Litter picking Contract: Harry Hooper-Noulton confirmed as litter picking contractor from 17 September 2016 onwards.


   See next page.
Dartmoor Forest Parish Councillor Notes

End of Month Report of Accounts September 2016

Report of Accounts
Income to Date
Balance Brought Forward 1/4/16 £20,959.68
Precept £8,855.00
Council Tax Support Grant £622.50
VAT Rebate £0.00
Other £508.25

Expenditure to Date
Litter Picking £334.87
Grass Cutting Lengthsman £4,513.72
Dog Bins £59.80
Toilets £3,884.25
Play Area £42.00
Running Costs £0.00
Tools & equipment £353.92
Donations with Powers £0.00
Section 137 £1,000.00
Fees £363.95
Admin Costs £406.39

Total £30,945.44
Improve & Repair £3.58
Total Income and Expenditure £30,945.44 £14,940.54

Allocated Reserves £6,811.00
VAT £1,078.65

Carried Forward £9,193.90
Total £14,790.54 £18,550.34

Bank Statement Reconciliation
Cash in Bank £24,994.54
Reserves Transfer Adjustment -£700.00
Total £24,294.54 £18,850.34

Less Outstanding Cheques £8,289.64
Income £9,985.76

Less Allocated Reserves £6,811.00
Potential surplus at end of year £1,421.18

Balance Carried Forward £9,893.90

Notes:
Reconciliation complete.
TAP Grant of £1,125 applied for but not yet on transactions. Awaiting confirmation it will be paid.
£700 transferred to grasscutting reserve shows on this sheet but not on transactions

Budgets for 2017/18; 2018/19; and 2019/20 follow the 2016/17 Precept plus a 2.0%pa inflator.

Reserves Held by the Parish Council
Allocated:
<table>
<thead>
<tr>
<th>Start of Year</th>
<th>Transfers in</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Princetown Toilets</td>
<td>£1,000.00</td>
<td>£0.00</td>
</tr>
<tr>
<td>Website</td>
<td>£920.00</td>
<td>£0.00</td>
</tr>
<tr>
<td>Contested Election</td>
<td>£3,000.00</td>
<td>£0.00</td>
</tr>
<tr>
<td>Grass cutting equipment</td>
<td>£1,191.00</td>
<td>£700.00</td>
</tr>
<tr>
<td></td>
<td>£6,111.00</td>
<td>£700.00</td>
</tr>
</tbody>
</table>
| Unallocated:
| General Reserve at start of year | £14,848.68 (83% Annual Precept and CTSG) |

Assets Held by the Parish Council
| Playground Equipment | £48,434.63 |
| Community Assets | £17,512.71 |
| Information Technology Equipment | £1,864.81 |
| Tools and Other Equipment | £3,887.46 |
| Miscellaneous | £601.71 |
| Long Term Investments | £735.00 |
10. Project progress reports:

a. Moorland Community Speed Watch. Cllr. Gregg Manning to provide update.

b. Snow tourist measures. Purchase of lock and chain by Duchy for Lords Restaurant car park raised at meeting with Tom Stratton on 12 August 2016. DFPC to purchase equipment for reimbursement by Duchy. Clerk to organise.

c. Play Area Improvements Phase 3 Dartmoor Communities Fund decision is not expected until September 2016; Clerk has chased for a decision. Clerk has also contacted Cllr. Philip Sanders to see whether Devon CC Locality Fund could be used and awaiting response. Tavistock Lions Club have paid £150 donation. Clerk has started an application to Tesco’s Bags of Help’ scheme. However, decision required whether to go for 6m or 4m ‘Space Net’. Parish Councils have permitted rights for play areas, however planning permission required for anything over 4m. This would take up to 8 weeks and cost approximately £200. No further funding applications could be made whilst planning permission was pending.

d. Lengthsman Services. Invoice submitted to TAP fund for £1125 ditching grant.

e. Adding additional names to the War Memorial. Dartmoor ‘Just Do It’ Fund has confirmed they will donate £250. Christine Faulkner has provided the additional research on one of the names to be added: ‘I wanted to contact you regarding the list of names to go onto the War Memorial. Are the Councillors aware that James A Taylor who died in the Battle of Jutland did not live in Princetown? He was born in Poplar, London, he joined the army aged 16 and later joined the Marines. His only connection to Princetown is that his wife, a daughter of a prison warder was born here. They married in Devonport so I would assume that is where they met. I personally do not think his name should go on the memorial, and there is a dedication to him in the church.’ DFPC to decide whether name should be removed from names to be added.

f. Princetown Public Convenience Costs Clerk has contacted Emma Widdicombe I Senior Specialist Commercial Services – Parking, Public Conveniences & Street Cleansing South Hams District Council I West Devon Borough Council and discussed whether DFPC could take over collection, confirmation of when the agreement is going to end and how local businesses could be involved to ‘sponsor’ the facilities. Emma agreed to take these away and come back with a response.

g. Dartmoor Class Cycling Survey Surveys will have been hand delivered to all addresses across the parish. At the time of writing 18 have completed online. Closing date for receipt is 30 September 2016.

h. Risk assessments and procedures. Cllrs. Suzanne Davises has started process of reviewing and updating them appropriately. Update to be provided at meeting.

i. Parked Projects. A number of projects have been ‘parked’ until either circumstances change or resources become available to proceed:

Telephone box painting. This tasking has been accepted by BT and will take place sometime between May and October 2016. The Bellever kiosk will be restored to its original red.

Defibrillators. Installing new defibrillator panels in the Hexworthy telephone kiosk until there is a suitable weather window with volunteers available. The license agreement for the defibrillator at Hexworthy will be issued on the same terms by the new freeholder as the Duchy.
11. **Committees, Sub-Groups & Special Interests**

Questions about previously circulated reports from Committees, Sub-Groups and Special Interests by lead Councillors.

a. **Community Centre.** No report to date.

b. **Pavilion Youth Club.** Joint meeting held with Youth Centre, local neighbourhood policing team, Princetown Fire Service about anti-social behaviour in village and how this could be addressed. Proposal for a joint Community Open day, possibly in October half term, to be developed by all parties involved. Funding has been obtained for music sessions for one evening per week and for music equipment. Further applications in progress. Interview for new youth worker scheduled for 19 October. In the interim music teacher is covering.

c. **Emergency Planning Sub-Group.** No report to date.

d. **Play Area Sub-Group.** Please see 10c. above.

crawl tunnel repair; wooden post repairs; spinner cap replacement; seesaw rust.

e. **Postbridge Village Hall.** Nothing to report.

f. **TAP Fund.** No report to date.

g. **Princetown Primary School.** No report to date.

h. **Fire & Rescue Service.** No report to date.

i. **Cemetery.** Nothing to report.

j. **Training.** Nothing to report.

k. **Emergency Committee.** Nothing to report.

12. **Reports from other meetings**

13. **Other Issues Requiring Decisions**

See correspondence on website:

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description:</th>
<th>Proposed DFPC Action:</th>
</tr>
</thead>
<tbody>
<tr>
<td>5)</td>
<td>Response from Geoffrey Cox QC MP on anti-social behaviour and policing in Princetown.</td>
<td>Decide whether any follow up letter is required.</td>
</tr>
<tr>
<td>8)</td>
<td>Joint Local Plan Consultation – on what makes a sustainable village (due by 30 September 2016).</td>
<td>Determine whether and how to respond.</td>
</tr>
<tr>
<td>16)</td>
<td>Consultation on extending finance capping to Town and Parish Councils (due by 28 October 2016)</td>
<td>Determine whether and how to respond. Potentially this could be on October’s agenda.</td>
</tr>
</tbody>
</table>

14) **Urgent decisions since last meeting**

Nil
15. Exchange of Information
   a. Crime Trends Crime data from has been updated for Tavistock Rural East and now includes July 2016. [https://www.police.uk/devon-and-cornwall/DEV.4017/crime/](https://www.police.uk/devon-and-cornwall/DEV.4017/crime/) Significant reduction to 15 crimes reported – of which only 4 are listed as Princetown. Please encourage residents to report all crimes.

SECOND PUBLIC SESSION

16. Date of the next meeting.

The next Parish Council Meeting will be held at 1930 on Thursday 27 October 2016 at Princetown Community Centre.