20 July 2017

Councillor Notes for the Parish Council Meeting at 1930 on 27 July 2017

Hexworthy/Huccaby Ward:  Princetown Ward:  
Cllr Alison Geen  Cllr Justine Colton  Cllr Wendy Stones  
Cllr Suzanne Davies**  Cllr Paul Turnbull  
Cllr Wendy Watson  Cllr Gregg Manning*  Cllr David Worth  
Cllr Julian Greatrex  Cllr Mark Renders

*chair, **vice-chair

1) Apologies

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

No comments received.

4) BT Payphones in Princetown

BT have agreed to keep 1 phone box in Princetown on Tavistock Road until June 2018. However, information provided by DNPA suggests that due to size and nature of the village that BT would be obliged to provide a payphone. BT have advised that as there is no public land this obligation does not exist. Council to determine whether they wish to adopt one of the boxes in Princetown. Please also note that if BT pursue successfully their claim that they do not consult on private land then the phone boxes in Bellever and Postbridge (recently reprieved) will also be under threat of removal without consultation. Council to determine whether further assistance from DNPA should be sought.

5) Dartmoor Speedwatch Fundraising Initiative

Cllr. Gregg Manning is seeking the formal approval of the Dartmoor Speedwatch fundraising campaign by the parish council and for any funds raised to be paid in to the parish council bank account. This will also allow the council to manage the funds raised by the initiative, in the same way as the Devon Air Ambulance fundraising, and help ensure transparency.

6) Merchant Navy Day 2017

DNPA have agreed to allow DFPC to host a small reception at the Visitors Centre. Council to agree which date over Merchant Navy Day weekend (2nd to 4th September) to hold flag-hoisting ceremony and small reception. Plan for reception format and publicity to be agreed. Cllr. Wendy Stones has volunteered to support, however Clerk would welcome additional volunteers.

7) DNPA consultation to charge for car parking  Council to discuss proposal by DNPA to introduce car park charging. This will impact Postbridge in our parish.
8) Protocol for marking the death of a national figure
   Cllr. David Worth to provide update on potential plans

9) Dartmoor Classic event feedback
   Clerk has received the following feedback from councillors on the event:

   I stayed safely at home but husband did have to drive down the Hexworthy hill in the tractor, had several cyclists bunched up behind him at the bridge. Also had a customer come up the hill to us. He was controlled by marshals at Hexworthy Bridge but there was some breakdown in communication because when he was waved on he still met a cyclist who nearly had an accident, instead my customer dinged his van on the bridge to avoid her. It wasn’t a huge dent but took off a bit of paintwork. His opinion was that they should have more marshals there and ones that knew what they were doing.
   “Did not seem too bad - almost over by 11.30
   Also the steward did not shout GRAVEL every 30 seconds - which was nice!
   They seem to have a walkie-talkie to know when traffic was coming up the hill
   So overall - not too bad”

   Apart from being called a xxxxxxxx which I have on my dash cam whilst crossing the bridge at powderrmills/belliver woods and the congestion caused by the cyclists on the way to Moretonhampsted most of the cyclists and stewards were fairly courteous, but it did take my wife 20 minutes to get to two bridges because of the volume of them.

   I do have some feedback on the classic, I know you're aware of the issues with litter left behind and not collected by the organisers. There were also the same problems with the marshals stopping traffic on Plymouth Hill, I have it on film again. The person concerned was stopping traffic so that the riders turning right didn’t have to obey the rules of the roundabout. We were promised that following the rules of the road would be part of the code of conduct for riders, to then have marshals stopping traffic negates all the work done last year.

   Cyclists on Merripitt Hill caused severe disruption – parking on top exacerbating the problem.

   Pedestrians walking through Postbridge very difficult due to the volume of cyclists.

   Marshalls on bridge competent and courteous.

10) Grass cutting
   a) Update from Cllr. David Worth on disposal plans
   b) Current strimmer is broken and Carl Easterbrook at Dartmoor machinery advises that as it is a domestic model it is not economic to fix again (£210 was spent repairing it in July 2016 and £95 servicing it in March 2017). Original cost was £319 in April 2015. Mark Woodhouse Machinery have advised a budget of £400 for a suitable, professional level machine. Recommended Makita RBC414U.

11) Planning
   a) Settlement profiles – feedback from Cllrs on Settlement profiles for Postbridge and Princetown provided last month
   b) Appeal Refusal of Full Planning Permission: Land to the south west of the Villa, Plymouth Hill, Princetown. On 24 November 2016, the Council agreed to Object to this application on the following grounds: size of the proposed dwelling is too large for the available space & concerns about safe access onto the public highway. Does the council wish to make further representation?
   c) Current applications:
Dartmoor Forest Parish Councillor Notes

<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>0263</td>
<td>Engineering works, for installation of gas tanks</td>
<td>Grosvenor House, Barrack Road, Princetown</td>
<td>02/06/2017</td>
<td>20/06/2017</td>
<td>23-Jun</td>
<td>Supported</td>
<td>Approved</td>
</tr>
<tr>
<td>0238</td>
<td>Erection of garage (AMENDED)</td>
<td>2 Windsor Villas, Tavistock Road, Princetown</td>
<td>26/06/2017</td>
<td>06/07/2017</td>
<td>22-Jun</td>
<td>Supported</td>
<td>Approved</td>
</tr>
<tr>
<td>0349/17</td>
<td>Construction of additional stables and access track</td>
<td>Dartfordleigh House, Postbridge</td>
<td></td>
<td>27-Jul</td>
<td></td>
<td>To be determined at meeting</td>
<td></td>
</tr>
</tbody>
</table>

FIRST PUBLIC SESSION

12) 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>1052</td>
<td>1349</td>
<td>27/07/17</td>
<td>Harry Hooper-Noulton - Litter Picking</td>
<td>£61.10</td>
</tr>
<tr>
<td>1053</td>
<td>1350</td>
<td>27/07/17</td>
<td>Stephen Cox - Clerk’s Pay</td>
<td>£372.12</td>
</tr>
<tr>
<td>1054</td>
<td>1351</td>
<td>27/07/17</td>
<td>David Cole - Pay &amp; Expenses - Lengthsman</td>
<td>£635.15</td>
</tr>
<tr>
<td>1055</td>
<td>1352</td>
<td>27/07/17</td>
<td>Steve Cox - Expenses (reduced by £0.60 due to overpayment)</td>
<td>£89.16</td>
</tr>
</tbody>
</table>

b. Report of Accounts: please see next page
## End of Month Report of Accounts

### Income to Date
- **Balance Brought Forward 1/4/17**: £28,890.82
- **Precept**: £9,172.00
- **Council Tax Support Grant**: £569.00
- **VAT Rebate**: £0.00
- **Other**: £19,372.50

### Expenditure to Date
- **Litter Picking**: £244.40
- **Grass Cutting Lengthsman**: £2,453.15
- **Toilets**: £0.00
- **Play Area**: £24.13
- **Running Costs**: £0.00
- **Improve & Repair**: £350.00
- **Tools & equipment**: £66.90
- **Donations with Powers**: £0.00
- **Section 137**: £0.00
- **Fees**: £829.48
- **Admin Costs**: £187.12
- **Income**: £58,004.32
- **Expenditure**: £5,757.41
- **Allocated Reserves**: £8,811.00
- **Carried Forward**: £43,435.91

### Bank Statement Reconciliation
- **Cash in Bank**: £54,619.16
- **Reserves Transfer Adjustment**: £0.00
- **Plus outstanding income**: £5,757.41
- **Less Outstanding Cheques**: £2,372.25
- **Income**: £29,113.50
- **Less Allocated Reserves**: £8,811.00
- **Balance Carried Forward**: £43,435.91

### Notes:
- Variance: £0.00
- Reconciliation complete.
- Clerk erroneously overpaid £0.60 in expenses claim in May 2017. Expense claim reduced by £0.60 in July.
- Sutcliffes invoices not submitted due to issues with installation.
- Includes £100 to DAAT fund.
- Includes £500 to Dartmoor Speedwatch.

## Reserves Held by the Parish Council

<table>
<thead>
<tr>
<th>Allocated:</th>
<th>Start of Year</th>
<th>Transfers in</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Princetown Toilets</td>
<td>£3,000.00</td>
<td>£0.00</td>
<td>£3,000.00</td>
</tr>
<tr>
<td>Website</td>
<td>£920.00</td>
<td>£0.00</td>
<td>£920.00</td>
</tr>
<tr>
<td>Contested Election</td>
<td>£3,000.00</td>
<td>£0.00</td>
<td>£3,000.00</td>
</tr>
<tr>
<td>Grass cutting equipment</td>
<td>£1,891.00</td>
<td>£0.00</td>
<td>£1,891.00</td>
</tr>
<tr>
<td></td>
<td>£8,811.00</td>
<td>£0.00</td>
<td>£8,811.00</td>
</tr>
</tbody>
</table>

### Unallocated:
- **General Reserve at start of year**: £20,079.82 (83% Annual Precept and CTSG)

## Assets Held by the Parish Council

<table>
<thead>
<tr>
<th>Assets Held by the Parish Council</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Playground Equipment</td>
<td>£48,434.63</td>
<td>Tools and Other Equipment</td>
</tr>
<tr>
<td>Community Assets</td>
<td>£17,512.71</td>
<td>Miscellaneous</td>
</tr>
<tr>
<td>Information Technology Equipment</td>
<td>£2,434.81</td>
<td>Long Term Investments</td>
</tr>
</tbody>
</table>
13) **Project progress reports:**
   
   a. **Princetown Play Area Phase 3** – an independent safety inspection report following the recent installation of the new equipment has been provided. We will need to review whether there is any further remedial action required, however the main issue is the newly installed mats under the Space Net which were reported as faulty by a member of the public. Manufacturers to replace mats on 28th July. Sutcliffe’s invoice continues not to be paid until issues are resolved.
   
   b. **Moorland Community Speed Watch.** Cllr. Gregg Manning to provide report.
   
   c. **Snow tourist measures.** Anti-social behaviour at Postbridge Visitors Centre is being monitored.
   
   d. **Risk assessments and procedures.** Meeting to discuss this has been temporarily deferred.
   
   e. **Parked Projects.** A number of projects have been ‘parked’ until either circumstances change or resources become available to proceed:
   
   - **Defibrillators.** Installing new defibrillator panels in the Hexworthy telephone kiosk until there is a suitable weather window with volunteers available.

   **Chisel/grind out putty and remove existing transom panels**
   **Fit new panels (panels and clear Sticks Like held by Alison)**
   **Press release**

14) **Committees, Sub-Groups & Special Interests**

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

a. **Finance** Following terms of Reference agreed for subcommittee:

   1) To provide an additional level of oversight & scrutiny on financial matters.
   2) Oversee the preparation of the annual budget.
   3) Ensure that the annual audit occurs and the financial reports are prepared in accordance with any accounting, audit and statutory requirements.


c. **Princetown Play Area Phase 4.** Cllr. Mark Renders has initiated discussions with Tom Stratton, Duchy of Cornwall, on the potential site and an inspection of the area is planned early August.

Clerk has contacted his counterpart at Holmes Chapel parish in Cheshire who have just opened a skate park.

The key points from our discussion were:

- From starting the project to opening took around 2 years
- They raised around £50,000 of which the parish council themselves donated £20,000 (they are a much larger parish with 6,000 residents and almost £200,000 precept)
- Much of their funding came from Veolia (land fill grant) which is not applicable in our area. However, the clerk strongly recommended the National Lottery.
- They chose concrete as the material as it is more durable. This maybe more suitable for the conditions in Princetown.
- They involved young people very early on in a formal way on the project. They sat on the committee and helped design the skatepark.

It may be sensible to wait until the fundraising and excitement of the Devon Air Ambulance night landing site is completed before we formally launch the project. However, that does give
us some time to finalise the location for the park with the Duchy and get some pre-application planning advice.

d. **Devon Air Ambulance Night Landing Site** Cllr. Suzanne Davies to provide update.

e. **Postbridge Cemetery.** Nothing to report.

f. **Southern Link.** Next meeting in October. TAP fund grant application for air ambulance landing site to be submitted.

g. **Emergency Planning:** No report

h. **Parking:** No report.

i. **Princetown Primary School** Report from Cllr. Wendy Stones:
   - Mrs Julie Gilbert has been appointed new head from Sept. 2017 to Sept. 2018. Mrs. Gilbert is currently Deputy Head at Countess Wear Sch. Exeter
   - As a result of research the Interim Executive Board has made a decision to have two classes from Sept. Reception. Yr.1 and 2 [Owls] Yrs. 3, 4, 5, and 6 [Buzzards]
   - Ms. Rosina Kellman teacher will leave at end of term
   - Seven children will leave P/town Sch. to attend Senior Sch. and I believe seven children from Pre Sch. will be joining P/town Primary in Sept.
   - Parents Teachers Friends Ass. [P.T.F.A.] Leavers are having a day out paid for by fund raising.
   - Christmas Fayre Nov 18th with raffle
   - Auction to be arranged for March 2018
   - Coffee morning and Bingo evening to be arranged. Last coffee morning raised £73.25p
   - Sports Kit for children when representing Sch. to be purchased.
   - Charity Shop has given cheque for £250 towards hiring out C.Centre hall when needed or as required.
   - Craft Fair by P/town Divas to be held at Jaynes and Church Hall from August 3rd - 14th. This will replace Craft Fair held in Sch. as Sch. will be closed over the summer for maintenance work to be carried out. Coconut
   - Shy to be booked for Village Fayre on August 19th.
   - All money raised at these events will go to Sch. funds.
   - Olivia Cardwell was the winner of Perfect Pasty Bake Off Competition
   - PTFA Coffee Morning to be held in school June 22nd from 8.30----9.15
   - Crafty Dartmoor Divas raised £100 for sch. at May Bank holiday craft fair.

j. **Princetown Youth Club:** Report from Cllr. Wendy Stones:
   - During the summer holidays.
   - Junior Club will run on Mon. evenings 1800_2000hrs
   - Seniors Tues and Wed evenings 1900_2100hrs.
   - Also for those seniors who wish to try sailing in Plymouth they will have the opportunity to attend a four-week course on Mon. and Thurs. 1000_1700hrs
   - A quote to create a vegetable garden and outdoor social space has been accepted and it is hoped work will start sometime in August.

k. **Fire & Rescue Service:** No update.

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15) **Reports from other meetings:** Princetown Play Area – official opening

16) **Other Issues Requiring Decisions** – None.

17) **Urgent decisions since last meeting:** None.

18) **Exchange of Information**
SECOND PUBLIC SESSION

19) Date of the next meeting **1930 Thursday 24th August 2017 at Postbridge Village Hall**