24 April 2018

Councillor Notes for the Parish Council Meeting at 1930 on 26 April 2018

Hexworthy/Huccaby Ward:  Princetown Ward:
Cllr. Alison Geen       Cllr. Gregg Manning*  Cllr. Paul Turnbull
Postbridge Ward:       Cllr. Suzanne         Cllr. Mark Renders
Cllr. Julian Greatrex  Davies**             Cllr. David Worth

*chair, **vice-chair

1) **Apologies** Reasons for absence to the council to be included in the minutes. (Arnold Baker 7.15).

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) **Finance Issues** Council to determine the following actions:

i. **Sale of Santander shares** – current the council own 121 Santander shares (current value of £582.00 on 23/04/2018 excluding any commission charges). These generate approximately £10.00/annum in dividend payments. Shares were a result of the council having an Abbey National account which demutualised in 1989. Shares are held in the name of former clerk Ann Inman (not the parish council) and registered at the address of another former clerk Nigel Tigwell. To manage these shares therefore requires the involvement of at least one former clerk which is not appropriate or suitable for a long-term investment. As these shares are of a relatively low value and to avoid potentially complex administrative issues, in the future, the finance sub-committee recommend that the shares are sold.

ii. **Reserve policy for grass cutting equipment** – when the decision to move the grass cutting in-house was taken and the equipment purchased through the reserves it was decided that the costs of the equipment should be paid back into the reserves at approximately £1800/year for 4 years. As the reserves are at a healthy level and the council are committed long term (primarily through the purchase of the grass cutting equipment and the employment of a Lengthsman) to keeping this in-house it does not seem necessary to maintain this policy. The finance sub-committee recommend that this practice ceases and the allocated reserve of £1891 is ring fenced and maintained for the purchase of replacement equipment as and when required.

iii. **Increases in grass cutting charges** the finance subcommittee recommend that the grass cutting fees charged to the Duchy of Cornwall and DNPA are increased this financial year by 10%, subject to negotiation.

iv. **Insurance for Princetown Village Fair** in 2017 the Parish Council paid an additional premium of £78.40 to insure the summer fair. It is understood that for the village fair to organise their own insurance for this year’s event that the amount is significantly higher and potentially would make the fair unviable. Therefore, the parish council have been asked whether they could organise the insurance. Although the fair is being organised outside the remit of the parish council, it would require the majority of the fair organising committee to be parish councilors, if the parish council decided to pay for the insurance again this year. Council to determine.
v. **Appointment of internal auditor** it is proposed that Don Agnew, who is acted as internal auditor for several years is appointed internal auditor for this year. Council to confirm. Council to approve audit submission at 24th May, 2018 meeting for submission to external auditors by 10th June.

5) **BT Public Payphone – Woodville Avenue, Princetown** Cllr. Worth to provide update on discussions with Dartmoor Preservation Society and Princetown History Society.

Clerk also discussed the suggestion of using the phone box to tell something of the men commemorated on the War Memorial (a mini heritage exhibition) with Parishscapes (part of the National Lottery funded ‘Moor than Meets the Eye’ project and there remains some funding for this kind of activity. For information; Parishscapes is described as follows:

*Parishscapes has three aims: to conserve and enhance the cultural and natural landscape of each participating parish, help more people learn about and enjoy the heritage of the area and to help tell the story of the people and landscape from a community perspective.*

[http://www.moorthanmeetstheeye.org/parishscapes](http://www.moorthanmeetstheeye.org/parishscapes)

6) **Annual Parish Meeting.** Proposed Agenda as follows:

i. Review of the activities of the Parish Council in 2017

ii. Plans for the coming year.

iii. Jim McNeil – Ice Warrior, presentation and questions

iv. Any other business

It is proposed that local organisations are asked to submit a written report which will be collated and issued to attendees and shared on council website/social media.

7) **Anti-social/dangerous driving during snow** Meeting with Richard Martin, Office of the Police and Crime Commissioner, Devon, Cornwall and the Isles of Scilly. Chris Cranston, Operations and Communications Manager, Devon County Council and Mike Jones, Senior Traffic Officer, Traffic Orders Policy & Programme, Devon County Council is scheduled for 7th June at 10am in Princetown (venue to be confirmed). Agenda and approach needs to be considered, notably how ‘evidence’ is presented to the attendees to signify the scale of the issue.

8) **Planning**

Current applications to be determined this month:

<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>
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</thead>
<tbody>
<tr>
<td>0136/18</td>
<td>Refurbishment and alterations to dwelling including replacement roof and creation of new door opening together with conversion of adjoining stone building to residential use with installation of four rooflights</td>
<td>Archerton Cottage, Postbridge</td>
<td>19/03/2018</td>
<td>05/04/2018</td>
<td>26-Apr</td>
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<tr>
<td>Ref</td>
<td>Chq No</td>
<td>Date</td>
<td>Payee &amp; Details</td>
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<tr>
<td>1125</td>
<td>1404</td>
<td>26/04/18</td>
<td>Steve Cox (Clerk's Pay)</td>
<td>£ 386.89</td>
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<tr>
<td>1126</td>
<td>1405</td>
<td>26/04/18</td>
<td>David Cole (Lengthsman's Pay)</td>
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<td>1127</td>
<td>1406</td>
<td>26/04/18</td>
<td>Harry Hooper-Nouton (Litter-picking)</td>
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<tr>
<td>1128</td>
<td>1407</td>
<td>26/04/18</td>
<td>DM Payroll Services Ltd (Payroll)</td>
<td>£ 102.00</td>
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<tr>
<td>1129</td>
<td>1408</td>
<td>26/04/18</td>
<td>DALC Audit Course &amp; Finance Publications</td>
<td>£ 36.98</td>
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<tr>
<td>1130</td>
<td>1409</td>
<td>26/04/18</td>
<td>DALC annual membership fees</td>
<td>£ 236.67</td>
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<td>1131</td>
<td>1410</td>
<td>26/04/18</td>
<td>Steve Cox (expenses - mileage &amp; website subscription)</td>
<td>£ 188.38</td>
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b. Report of Accounts:

10) Project progress reports:
   a. Moorland Community Speed Watch Cllr. Manning to report.

13) Committees, Sub-Groups & Special Interests
Questions about previously circulated reports from Committees, Sub-Groups and Special Interests by lead Councillors.
   a. Postbridge Cemetery
   b. Emergency Planning: Cllr. Worth to provide report.
   c. Parking
   d. Princetown Primary School
   e. Princetown Youth Club
   f. Fire & Rescue Service

14) Reports from other meetings:
   a) Meeting with Stewart Andrews – Sutcliffe Southwest re. Princetown Skate park: Cllr. Worth to provide update.

   In addition, Clerk has discussed the project with http://www.freestyleskateparks.com/ who are working on a new skatepark in Plymouth. They have also visited the site and are going to come back with some form of proposal on how the project could be progressed. Key issue identified by both contractors is the need to reduce the Sitka plantation and enable an access track to the potential location.

   b) Parishscapes (Moor than Meets the Eye) – Emma Stockley, the Community Heritage Officer reported to the Clerk that Princetown Primary School have been awarded £5,000 for children to about their local heritage through various projects and trips.

15) Other Issues Requiring Decisions – None

16) Urgent Decisions since last meeting: None

17) Exchange of Information Limited to the exchange of information & items for next meeting. Issues for the Clerk to investigate need to be raised directly to the Clerk prior to the meeting.
   a) Clerk attended DALC course on new General Data Protection Regulations which will require compliance by 25th May 2018. Clerk to progress.

   b) Clerk has attempted to find out the latest on lights outside HMP Dartmoor.

SECOND PUBLIC SESSION

18) Date of the next meeting, including AGM 1930 Thursday 24th May 2018 at Princetown Community Centre

<table>
<thead>
<tr>
<th>Proposal to exclude members of the public and press for next part of this meeting.</th>
<th>It is proposed that due to the confidential nature of the following agenda item that members of the public &amp; press are excluded from the meeting.</th>
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<tbody>
<tr>
<td>Part 2</td>
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<td>Employment Matters</td>
<td>Staff terms – separate paper to be issued to council.</td>
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Future Agenda Items Log:

1) Dartmoor Local Plan – parish council formal response to consultation.
2) Local Council Award Scheme – council to consider applying for Foundation status