



BOVEY TRACEY TOWN COUNCIL

TOWN HALL • BOVEY TRACEY • NEWTON ABBOT • DEVON TQ13 9EG
Tel: 01626 834217 • E-mail: info@boveytracey.gov.uk • www.boveytracey.gov.uk
Office hours: 10.30am - 12.30pm Mon. Wed. & Fri.

9th September 2016

Dear Councillor,

You are hereby summoned to attend a meeting of Bovey Tracey Town Council which will be held in the Council Chamber, Bovey Tracey on **Monday 19th September 2016 at 7.00pm** for the purpose of transacting the business as set out on the agenda below.

AGENDA

Interests to be declared: In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

FC.16/23. Apologies for absence:

****Public Participation Session:** To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting or of those minutes being considered at this meeting and representations by the Community Police Officer and Chaplain to the Town Council (Maximum of 20 minutes).

FC.16/24. Minutes:

To confirm the Minutes of the Town Council meeting held on 4.7.16 (*copy enclosed).

FC.16/25. Recreation, Parks & Property (RP&P) Committee:

To receive the Report of the meeting held on 18.7.16 (*copy enclosed).

FC.16/26. Finance, Resources & General Purposes (FR&GP) Committee:

To receive the Report of the meeting held on 5.9.16, the Financial Statement dated 5.9.16 and the Accounts paid up to 2.9.16(*copies enclosed).

FC.16/27. Planning Committee:

To receive the Reports of the meetings held on 18.7.16 & 5.9.16 (*copies enclosed).

FC.16/28 Recess Report 2016:

To receive the Report of the business considered during the Recess Period - July & August 2016 (*copy enclosed).

FC.16/29. The Town Mayor's Interests:

To receive a list of functions and activities attended by the Town Mayor.

***A short adjournment will take place to allow for questions, reports and representations by members present: from the County, District and Town Councillors (maximum 20 minutes).*

FC.16/30. Celebrate - Big Lottery Fund:

The Town Mayor to provide an update on a project to celebrate the community through bringing people together.

FC.16/31. Appointment of Town Mayor's Chaplain:

The Town Mayor to appoint a Chaplain for the ensuing term of office.

FC.16/32. Design Brief - Community Centre:

To consider the Draft Design Brief (**copy enclosed*) for the proposed Community Centre, pending confirmation as to an agreed procurement process.

FC.16/33. Devon Association of Local Councils (DALC) - AGM:

To consider representative attendance at the DALC Conference (**copy of programme enclosed*) to be brought up to date locally with regard to devolution along with other county topics. Cost - £20.00 per person.

**Copies of any correspondence circulated to Councillors with this agenda, which will be considered at this meeting.*

SIGNED.....



DATE.....

09/09/16

M WELLS
TOWN CLERK

BOVEY TRACEY TOWN COUNCIL MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 4TH JULY 2016 AT 7PM

Present:

The Town Mayor, Cllr A Allen
The Deputy Town Mayor, Cllr A J Kerswell*

Cllr U Arnold	Cllr Mrs A M Klinkenberg*
Cllr R J Ashby	Cllr S P Leigh
Cllr R A Bray	Cllr Ms C O Richardson
Cllr D K Elphick	Cllr C W Robillard
Cllr G J Gribble**/*	Cllr M Tregoning
Cllr E Kelly	

**County Cllr
*District Cllr

In attendance:

Mr M Wells - Town Clerk
Rev. K Hooke - Chaplain to the Council
PCSO P Wilson
Three members of the public

Prior to the commencement of the meeting the Town Mayor made a Mayoral Statement concerning community cohesion post the EU Referendum.

The Town Mayor, Cllr Allen, invited the Reverend Hooke to lead prayers, for those who wished to take part, before the meeting was opened.

The meeting was chaired by the Town Mayor, Cllr Allen.

Mr M Wells (Town Clerk) declared an interest in FC.15/22.

FC.16/16. Apologies for absence:

Cllr Ms J H Blair (Holiday)

**Public Participation Session:

Commenced at 7.02pm and finished at 7.12pm. (*Report attached)

One member of the public joined the meeting at 7.03pm.

FC.16/17. Minutes:

The Minutes of the Annual Town Council meeting held on 9.5.16 (*copy previously circulated) were confirmed as a true record and were duly signed by the Town Mayor.

FC.16/18. Recreation, Parks & Property (RP&P) Committee:

The Report of the meeting held on 6.6.16 (*copy previously circulated) was received and adopted.

FC.16/19. Finance, Resources & General Purposes (FR&GP) Committee:

The Report of the meeting held on 20.6.16, the Financial Statement dated 20.6.16 and the Accounts paid up to 17.6.16(*copies previously circulated) were received and adopted.

FC.16/20. Planning Committee:

The Reports of the meetings held on 23.5.15, 6.6.16 & 20.6.16 (*copies previously circulated) were received and adopted.

FC.16/21. The Town Mayor's Interests:

A list of functions and activities attended by the Town Mayor was presented for inclusion in the attached Report.

***A short adjournment will take place from 7.18pm to 7.32pm to allow for questions, reports and representations by members present: from the County, District and Town Councillors (Report attached).*

The Town Mayor resolved:

That the Press and Public be excluded from the meeting for the following item because there may be disclosure to them of exempt information as defined in Schedule 12A of the Local Government Act 1972.

FC.16/22. Personnel Matters:

Consideration was given to a staffing report (*copy previously circulated) prepared by the Town Clerk.
Following discussion it was

Resolved:

- i) To increase the Town Clerk's salary by 1% as from 1st April 2016 in line with national recommendations.
- ii) To increase the salaries of Mr Hubbard, Mr Rance and Mrs Warren by 1% as from 1st April 2016.
- iii) To note the NJC's agreed increase for 2017/18.

The meeting closed at 7.38pm.

Bovey Tracey Town Council

Report of the questions, reports and representations which took place during the adjournments of the Town Council meeting held on Monday 4th July 2016.

Reports and comments from members of the public:

Mr P Beecher (Residents' Association):

- i) Thanked the Town Mayor, Councillors, Town Clerk and staff for their efforts in making the town a pleasant place to live and work.
- ii) Thanked PCSO Paul Wilson for his contribution towards making the town a safe place. It was noted that an informative meeting had recently taken place with the Neighbourhood Watch.
- iii) Commented on the derelict state of a house and garden in de Tracey Park. The Town Clerk advised that DCC has arranged for the probation team to undertake work to the vegetation protruding on to the highway and also highlighted annual work to be carried out to the Town Council's hedge later in the year, following the end of the bird nesting season. Cllr Mrs Kerswell advised that she was aware of the situation and the issue had been looked into some years ago.
- iv) Noted that Bovey Tracey is popular around the world. Following a visit to the Old Cottage Tea Rooms by some Japanese visitors an article has appeared in a Japanese magazine. An Australian visitor had read a similar complimentary article in an Australian magazine.
- v) Advised that earlier in the day young people were throwing stones off the bridge over the A382 on to passing traffic. Cllr Gribble explained that the bridge height conforms but he will make further enquiries.

Mrs S Potbury enquired about the proposals for a one-way system in the town. Cllr Kelly advised that there had been no further progress and he will liaise with the Town Clerk following a recent period of leave.

Mr Beecher and Mrs Potbury left the meeting at 7.12pm.

Rev Kevin Hooke:

- i) Thanked everyone for welcoming him back.
- ii) Advised that the Holiday Club will take place this year.
- iii) Noted that Father Guy de Gaynsford had moved and Father Courtenay has replaced him.
- iv) Advised that the Baptist Church has taken on two new development workers.

PCSO Paul Wilson circulated copies of a report detailing crime figures which had taken place in Bovey Tracey and Heathfield during June. He noted that one hate crime had been recorded but not in his area. He stated that hate crime would be dealt with robustly with zero tolerance. He read a Police briefing note concerning hate crime.

Cllr Kelly reported that a motorcyclist travels regularly through the town at approximately 8.00am and 5.30pm at high speeds and driving dangerously. PCSO Wilson will report the matter to the traffic police.

Reports from County, District and Town Councillors:

DCC, TDC & Cllr Gribble reported on various DCC matters. He had attended the Devon Youth Games, cycle way meetings, Tour of Britain Lauch at Haytor, Greater Exeter meetings and he had represented TDC at the MJ Awards in London.

He noted that LED lighting will be installed in September/October in Fore Street and the business area at Heathfield.

The A382 will be closed at the end of September whilst a bridge is placed over the road at Stewards Wood. Locally he had attended New Park AGM, the Craft Fair preview and the book launch at the Youth Café.

District Cllr Mrs Klinkenberg advised that she had attended regular meetings at TDC. Locally she had attended the Church Service for the Queen's 90th Birthday and relevant steering group meetings.

District Cllr Mrs Kerswell noted that locally she had attended the Craft Festival preview, the Church Service for the Queen's 90th Birthday, the promotion of the defibrillator now relocated to the telephone kiosk at the Town Hall. At TDC she had attended regular Overview & Scrutiny Committee meetings and Full Council meetings. She noted that the League of Friends completed questionnaires regarding the future of the hospital are being returned.

Cllr Arnold advised that he had attended the Battle of the Somme event at the Heritage Centre.

Cllr Ashby advised that he had attended the Church Service to mark the 90th Birthday of the Queen and a meeting with Luscombe Maye regarding Brimley Field.

Cllr Robillard referred to the issue of the possible closure of the hospital and congratulated Cllr Mrs Kerswell for her work so far but highlighted that if a decision is made to close the hospital the Town Council must oppose this.

Cllr Kelly:

- i) Advised that the Community Centre project and traffic management plans are progressing.
- ii) Highlighted, in response to Cllr Robillard's comments regarding the future of the hospital, that the Town Council has not discussed or considered its position in relation to the hospital.
- iii) Advised that Mr Ian Carveth, a former Town Councillor, is extremely unwell.

Cllr Bray advised that he had attended the Craft Fair preview and a May Day Celebrations for 2017 meeting.

Cllr Allen (Town Mayor):

- i) Stated that he was pleased that the Sub Groups have been set up and meeting dates agreed to progress matters.
- ii) Noted that he and the Town Clerk will be attending a school assembly next week.

Mr M Wells (Town Clerk) advised that the town will be judged on 7th July for the South West in Bloom entry for 2016.

The Town Mayor's Engagements:

10.5.16	Devon Guild of Craftsmen: Sponsors photo call for Craft Festival
14.5.16	Bovey Tracey Football Club - Annual Club Awards Evening
7.6.16	Press photo call at Recreation Ground - dog fouling
9.6.16	Contemporary Craft Festival preview evening
11.6.16	Bovey Tracey Football Club Juniors Fun Run opening
11.6.16	Youth Café - Launch of War Memorial Book
12.6.16	PPT Church Service for Queen's 90 th Birthday
28.6.16	Press photo call - Defibrillator launch at Town Hall phone booth
1.7.16	Annual Speech Day & Awards at Stover Senior School

RECREATION, PARKS & PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 18TH JULY 2016 AT 7PM.

Present:

The Town Mayor, Cllr A Allen
The Deputy Town Mayor, Cllr Mrs A J Kerswell*

Cllr U Arnold	Cllr Mrs A M Klinkenberg*
Cllr R J Ashby	Cllr S P Leigh
Cllr R A Bray	Cllr Ms C O Richardson
Cllr D K Elphick	Cllr C W Robillard
Cllr G J Gribble*/**	Cllr M Tregoning
Cllr E Kelly	

**County Cllr
*District Cllr

In attendance:

Mr M Wells - Town Clerk
Mrs L Warren

The meeting was chaired by Cllr Kelly.

Cllr Gribble declared an interest in RP&P.16/55, 16/57, 16/58, 16/63 & 16/65.

RP&P.16/49 Apologies for Absence:

Cllr Ms J H Blair (Holiday)

**Public Participation: No members of the public were present.

RP&P.16/50 Consideration of minutes of previous meeting held on 6.6.16:

Ref. 16/41: Recreation Ground - Dog Fouling/Off Leads. Cllr Elphick advised that owners are still allowing their dogs to run free. It was agreed to advertise that, if owners continue to allow their dogs to run free, dogs will be banned from the Recreation Ground.

Ref. 16/48: The Town Clerk provided an update on various items Cllr Mrs Kerswell had reported.

RP&P.16/51 Accounts:

The Financial Accounts paid up to 15.7.16 (*copies circulated at the meeting) were received and approved.

RP&P.16/52 Bovey Tracey Swimming Pool

Consideration was given to a request from the Bovey Tracey Swimming Pool Committee for permission to install anti-climb intruder deterrent to the perimeter fence (parallel to Newton Road) under the large Macrocarpa tree. Following discussion it was

Resolved:

To delegate authority to the Town Clerk to respond to the request.

RP&P.16/53 South West in Bloom - Parks Award:

It was noted that Mill Marsh Park has been entered into the 2016 South West Parks Award Category. Judging takes place from August onwards.

RP&P.16/54 Asset Register:

Members noted the Council's asset register (**copy previously circulated*). Various discrepancies and additions were identified. The Town Clerk will amend the register accordingly.

RP&P.16/55 Allotments - Furzeleigh Lane:

Consideration was given to serving the tenant of allotment plot 18 a notice to quit. The Town Clerk provided an update outlining how the current situation has arisen.

Resolved:

To serve the tenant of allotment plot 18 a notice to quit.

Cllr Kelly advised that he had been informed that other allotments are in a neglected state. Cllr Kelly stated that he has been approached by an allotment tenant who is interested in forming an allotment association. It was agreed that the Town Clerk will investigate the possible formation of an allotment association.

Cllr Robillard joined the meeting at 7.15pm.

RP&P.16/56 Fields in Trust - Centenary Fields Programme:

Following RP&P.16/39, item brought forward for further consideration. The Town Clerk advised that he had contacted Bovis Homes who had confirmed their interest and indicated that a suitable area could possibly be incorporated in the development at Bradley Bends. It was agreed that representatives from the Fields in Trust and Bovis Homes will meet on 17th August 2016.

RP&P.16/57 St. John's Lane - Parking:

Following RP&P.16/40, item brought forward for further consideration. The Town Clerk provided an update on the timescales, procedures and cost implications to amend the Traffic Regulation Order and revise the parking restrictions.

Following discussion, it was agreed that Cllr Gribble will further discuss this matter with the DCC Highways Superintendent and report back.

RP&P.16/58 Leisure Facilities:

Following an item brought forward by the Town Mayor consideration was given to appropriate action following an approach by the Chairman of Bovey Tracey AFC in relation to a need for community leisure facilities within the parish.

The Town Mayor, Cllr Allen gave an update of a recent meeting of sports clubs' representatives where the need for an indoor sport facility was discussed.

Following discussion, it was agreed to invite sports clubs' representatives and other interested parties to a meeting with Town Councillors to consider the matter.

RP&P.16/59 Recess Arrangements for Summer 2016:

It was noted that the summer recess period will take place between Monday 25th July and Friday 26th August 2016. Planning applications received during the recess will be available for inspection at the Town Council office. Chairmen and Vice Chairmen are particularly requested to inspect and comment on applications. Other Members are also welcome to inspect and comment on applications.

RP&P.16/60 Community Centre Steering Group:

The minutes of the meeting of 5th July 2016 were noted. (**Copy previously circulated*).

RP&P.16/61 Contemporary Craft Festival 2017:

Consideration was given to a request from Ms S James, Director of the Contemporary Craft Festival, to reserve Mill Marsh Park from 1st June to 14th June 2017. The proposed dates for the Craft Festival are 9th - 11th June 2017.

Resolved:

To grant the request.

RP&P.16/62 Pet Show - Mill Marsh Park 2017:

Consideration was given to a request (**copy previously circulated*) from Joanne Macaskie, Director of Miss Ivy Events Ltd, to use Mill Marsh Park to host a Pet Show in May 2017. Following discussion it was

Resolved:

To grant the request in principle and to delegate authority to the Town Clerk to oversee the arrangements.

Cllr Elphick left the Council Chamber at 7.35pm and returned at 7.37pm.

RP&P.16/63 Mill Marsh Park - Tour of Britain

Consideration was given to inviting expressions of interest from local traders to sell/serve refreshments at Mill Marsh Park on Friday 9th September.

Resolved:

To invite local traders to sell/serve refreshments in Mill Marsh Park on Friday 9th September. It was agreed that no charge would be made to the traders.

RP&P.16/64 Commonwealth War Graves Commission - Signage at the Cemetery

Consideration was given to an approach from the Commonwealth War Graves Commission (CWGC) to provide and fit a sign (**copy previously circulated*) to the Cemetery railings advertising the presence of CWGC burials.

Resolved:

To grant the request.

RP&P.16/65 Rural Skip Service:

It was noted that the Rural Skip Service will take place on Saturday 17th September at Station Road Car Park from 10.00am - 4.00pm.

RP&P.16/66 Matters brought forward by the Town Clerk & Councillors: (**for information*)

Cllr Elphick reported that the speed limit signs on the Bovey Straight are obscured by overhanging trees. Cllr Gribble agreed to progress the matter.

Cllr Mrs Kerswell enquired about the circulation of the hospital questionnaires and handed copies to Councillors.

Cllr Gribble:

i) Advised that the drains at Station Road roundabout have been cleared.

ii) Reported that LED street lights have been installed along Le Molay-Littry Way.

iii) Advised that an ambulance driver had been delayed in attending an accident at the Recreation Ground as a post code was not readily available at the site. It was agreed that post codes will be placed on Town Council signs.

Cllr Tregoning reported that a bollard near De Tracey's in Fore Street has been knocked and requires attention. Cllr Gribble agreed to progress the matter.

Cllr Robillard advised that the Devon Green Expo Event will take place at Stover School on 20th October 2016.

Cllr Allen referred to TDC's Ten Year 2016-2025 Strategy and advised Councillors to read it as he considered it contains information which could benefit the Town Council.

Cllr Kelly referred to the traffic lights sequence and road markings at Drumbridges Roundabout and requested Cllr Gribble to arrange a site visit with a DCC Highways Officer. Cllr Gribble agreed to arrange this.

Mr M Wells (Town Clerk):

i) Advised that an appropriate site to accommodate temporary cycle racks is being investigated for the town centre.

ii) Noted that the proprietor of King's Kitchen is forming a community group that hopes to re-open the Mary Street Car Park public toilets.

Cllr Kelly advised that Leagues of Friends for Cemeteries have been established in some areas.

The Chairman:

Resolved that the press and public be excluded from the meeting for the following item because there may be disclosure to them of exempt information as defined in Schedule 12A of the Local Government Act 1972.

RP&P.16/67 Land off Brimley Vale:

Item RP&P.16/43. The Town Clerk circulated a copy of legal advice received from William Batstone, Barrister. The Town Clerk and Cllr Ashby provided feedback from discussions with the Council's appointed agent. Members considered proposed actions as highlighted in the report (**copy previously circulated*) and in the light of the legal advice.

Resolved:

To note the legal advice received from the Barrister and to instruct the Town Council's appointed agent to proceed in accordance with the recommendations as outlined within Section 4 of the confidential report.

The meeting closed at 8.04pm.

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 18TH JULY 2016 AT 8.05pm

Present:

The Town Mayor, Cllr A Allen
The Deputy Town Mayor, Cllr Mrs A J Kerswell*

Cllr U Arnold	Cllr Mrs A M Klinkenberg*
Cllr R J Ashby	Cllr S P Leigh
Cllr R A Bray	Cllr Ms C O Richardson
Cllr D K Elphick	Cllr C W Robillard
Cllr G J Gribble*/**	Cllr M Tregoning
Cllr E Kelly	

In attendance:

Mr M Wells - Town Clerk
Mrs L Warren

The meeting was chaired by Cllr Tregoning.

Cllr Gribble declared an interest in PL16/50g & n.

PL.16/49 Apologies for absence:

Cllr Ms J H Blair (Holiday)

****Public Participation:** No members of the public were present.

PL.16/50 Consideration of Planning Applications:

DNPA Applications listed to 10.6.16: None

TDC Applications listed to 17.6.16:

- a) 16/01591/MAJ Variation of condition 1 on planning permission 15/00776/MAJ to revise phasing plan at RMS Cars, Pottery Road for KACH Developments.
Observations: The Town Council does not support this application as it considers there is no reason to go against the conditions set out in the planning approval.
- b) 16/01654/FUL & 16/01655/LBC Uncapping the existing chimney flue and rebuilding the missing stack at Reeves Hall, Coombe Lane for Mr I McGarry.
Observations: No objection.

- c) Confirmation of Tree Preservation Order: (Noted)
E2/08/60 Moorview Primary School, Heathfield.

DNPA Applications listed to 17.6.16: None.

TDC Applications listed to 24.6.16:

- d) 16/01543/LBC Re-instatement of three windows on front elevation at Church Style, Bradley Road for Mr C Niblett.
Observations: No objection.

- e) 16/01615/FUL Dwelling and garage at land rear of 16 Pottery Road for Mr J Bannister.
Observations: The Town Council does not support this application due to the size and appearance of the proposed dwelling. The Town Council considers that a single storey dwelling would be more appropriate for the site.
- f) 16/01652/FUL & 16/01653/LBC Addition of two traditional chimney pots on existing chimney at Reeves hall, Coombe Lane for Mr I McGarry.
Observations: No objection.
- g) 16/01720/FUL Dwelling in garden at Rosemount, Hind Street for Mr G Moore.
Observations: The Town Council does not support this application as it considers the proposal would result in overdevelopment of the site and would have a dominating affect on neighbouring properties. The Town Council is also concerned about highway issues relating to the proposed access.
- h) 16/01739/FUL Construction of raised patio area at 15 Lakeside Close, New Park for Mr D Upton.
Observations: No objection.
- Application withdrawn: (Noted)
- i) 16/01369/REM Approval of details for one dwelling (approval sought for appearance, landscaping, layout and scale) at Rosemount, Hind Street for Mr G Moore.
- Appeal received: (Noted)
- j) 16/00033/TREE Appeal against refusal of TPO consent 16/00003/TPO - Felling of four trees and pruning of several trees at 4 Brimley Halt for Dr S Vosper.
- DNPA Applications listed to 24.6.16:
- k) 0334/16 Erection of detached garage (variation of previously approved scheme) at Linghaven, Haytor Road for Mr R Smith.
Observations: No objection.
- TDC Applications listed to 1.7.16:
- l) 16/01415/FUL Storage shed at Bovey Tracey Baptist Church, Abbey Road for Mr Roy Parkes.
Observations: No objection.
- Tree Preservation Order Confirmed With Modifications:
(Noted)
- m) E2/08/58 - Lowerdown Pottery, Lowerdown Cross Bungalow, Chapple Road.
- DNPA Applications listed to 1.7.16: None
- TDC Applications listed to 8.7.16:
- n) 16/01721/FUL Rear extension at 91 Churchfields Drive for Mr Hutchings.
Observations: No objection.

- o) 16/01796/ADV Two internally illuminated logo signs, one non-illuminated acrylic lettering, three non-illuminated wall mounted signs and one pole mounted sign at Riverside Inn, Fore Street for Co-op Food Programme Delivery.
Observations: The Town Council does not support this application as it considers the proposals are incompatible with the buildings in the conservation area.

PL.16/51 Planning Decisions: Noted

Approvals:

- a) TDC:
i) Variation of condition 12 on planning permission 14/02236/MAJ to provide a turning head rather than access and reposition plots 10-14 at former Cardew Pottery, Newton Road. (O)
ii) Single storey extension to the rear with associated roof lights and patio area at 3 Warwick Mill, Pottery Road. (N/O)
iii) Raising roof of outbuilding to create additional living accommodation and ground works at 10 Town Hall Place. (N/O)

The Town Council's submitted observations: No objections - N/O. Objection - O.

PL.16/52 General Planning Matters brought forward by Councillors:
(*For information only).

Cllr Allen referred to application no. 16/01796/ADV and noted the omission of a window on the application drawings.

Cllr Kelly enquired about action regarding a large sign at Town Hall Garage. The Town Clerk advised that TDC officers are in communication with the proprietor and enforcement action will be taken if necessary.

The meeting closed at 8.35pm.

FINANCE, RESOURCES & GENERAL PURPOSES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 5TH SEPTEMBER 2016 AT 7.00PM.

Present:

The Town Mayor, Cllr A Allen
The Deputy Town Mayor, Cllr A J Kerswell*

Cllr U Arnold	Cllr G J Gribble**/*
Cllr Ms J H Blair	Cllr E Kelly
Cllr R A Bray	Cllr S P Leigh
Cllr D K Elphick	Cllr Ms C O Richardson

**County Cllr
*District Cllr

In attendance:

Mr M Wells - Town Clerk

The meeting was chaired by Cllr Gribble.

Cllr Gribble declared an interest in FR&GP.60, 61, 62 & 68.

FR&GP.16/57 Apologies for absence:

Cllr R J Ashby (Holiday)
Cllr Mrs A M Klinkenberg* (Unwell)
Cllr C W Robillard (Holiday)
Cllr M Tregoning (Unwell)

**Public Participation:

Mr Wells (Town Clerk) read out a letter received from Mr Martyn Evans concerning item FR&GP.16/70 - Remembrance Service.

FR&GP.16/58 Consideration of minutes of previous FR&GP Committee meeting held on 20.6.16:

Ref. FR&GP.16/49 Appointment of Sub-Committees. It was noted that the Town Mayor, Cllr Allen, is not a Member the Personnel Sub-Committee as he is a Member of the Appeals Committee.

FR&GP.16/59 Accounts & Financial Statement:

The Accounts & Financial Statement dated 5.9.16 (**copies circulated at the meeting*) were received. Following clarification the Financial Statement was adopted and the accounts were approved for payment.

FR&GP.16/60 Mill Marsh Park Play Area - Roundabout Repairs:

It was noted that during the summer recess period, urgent repair works were required to the roundabout. Quotes were received as follows:

Quotation A:	£1,600.00+VAT
Quotation B:	£ 955.00+VAT
Quotation C:	£1,600.00+VAT

The Chairman of Finance, Resources & General Purposes Committee in conjunction with the Town Clerk instructed the Company providing Quotation B to proceed with the work. (*Power to spend: Open Spaces Act 1906 s9 & 10*)

FR&GP.16/61 Elector Fund 2016/17:

Teignbridge District Council's Elector Fund for 2016/17 opened for applications in August 2016 and consists of £1.10 per elector. Applications must be submitted by 4.00pm on 23rd September 2016 (Round 1) or by 4.00pm on 3rd February 2017.

Members considered a preferred application for which to apply.
(*Criteria previously circulated)
Cllr Kelly advised that discussions were taking place regarding the potential for a youth provision/service in Heathfield. As the discussions were in the early stages it was agreed to defer the Elector Fund application to a future meeting, pending the outcome of the youth provision discussions.

FR&GP.16/62 Rural Aid funding 2015:

Consideration was given to re-allocating the Rural Aid grant (issued in 2015 for £2,500.00 towards a rainwater harvesting system) to be replaced by a request from Bovey Tracey Activities Trust (BTAT) (*copy previously circulated). The Town Clerk provided an update.

Resolved:

To re-allocate the Rural Aid grant of £2500.00 to BTAT.
The Town Mayor suggested that in recognition, BTAT could provide the Town Council with free use of the hall for the annual Town Meeting and the annual Council Meeting. The Town Clerk was requested to pursue the suggestion.

FR&GP.16/63 Trim Trail- Heathfield:

It was noted that the grant application to "Awards for All" for £10,000.00 towards the purchase and installation of trim trail equipment in Heathfield has been successful.

FR&GP.16/64 Grounds Maintenance Contract:

It was noted that the current contract is due to expire on 31st December 2016. Members considered the contents of the draft tender specification (*copy previously circulated).

Resolved:

To approve the draft tender specification.
The Town Mayor congratulated the Town Clerk on producing such a comprehensive document.

FR&GP.16/65 Re-shaping Community Health Services in South Devon & Torbay:

It was noted that the Shareholder Briefing was released on 11th August (*copy previously circulated). The Town Clerk circulated copies of the Consultation documents at the meeting. A formal consultation will commence on 1st September and end on 23rd November. Public meetings have been arranged as follows:
13th September - 4.30pm - Phoenix Hall, St John's Lane, Bovey Tracey
13th September - 7.30pm - Phoenix Hall, St John's Lane, Bovey Tracey
Following a discussion it was

Resolved:

Councillors will individually respond to the Consultation.

FR&GP.16/66 Flowerbed Sponsorship 2016/17:

Members considered a request from the Co-operative Food Store to sponsor a flowerbed in the town for 2016/17.

Resolved:

To gratefully accept the sponsorship of £500.00 and use the funds for the planting and maintenance of the flower bed at The Dolphin.

FR&GP.16/67 Rural Aid Funding 2016:

It was noted that £1,500.00 has been awarded towards the purchase and installation costs for community notice boards. The Town Clerk provided an update.

FR&GP.16/68 Public Toilets - Station Road:

It was noted that the demolition of the toilets in Station Road has been given prior approval. Works to undertake this will commence in late autumn.

FR&GP.16/69 Allotment Association:

Consideration was given to facilitating a meeting with allotment tenants in order to further consider the potential for devolving a share of responsibility for managing the allotments sites. Cllr Kelly provided an update on recent issues and previous discussions about devolved management responsibility. Following discussion it was

Resolved:

To facilitate a meeting with allotment tenants.

FR&GP.16/70 Remembrance Service - Sunday 13th November 2016:

Consideration was given to a change to the Remembrance Day Parade timings (**copy previously circulated*). The Town Clerk provided an update.

Following discussion it was

Resolved:

To undertake a trial change to the service arrangements for 2016 to accommodate the act of remembrance at the Town Hall memorial at 11.00am.

FR&GP.16/71 Matters brought forward by Councillors: (for information only).

Cllr Allen (Town Mayor) advised that a Lottery Fund application for funding for a May Day celebration event for 2017 has been awarded a grant of £7,150.00.

Cllr Mrs Kerswell:

i) Requested an update regarding the fitness sessions in Mill Marsh Park. The Town Clerk stated that he is not aware that any sessions have taken place due to lack of support.

ii) Noted that the Nourish Event had been excellent.

iii) Suggested that the Tour of Britain Cycle Race should be filmed for the website.

Cllr Gribble referred to the Tour of Britain Cycle Race and advised that pupils from the Primary School will attend to watch.

Mr M Wells (Town Clerk) advised that the next meeting of the Residents' Association will take place at the Methodist Church Hall on 20th September at 7.30pm.

The meeting closed at 7.50pm.

Accounts paid up to 15th July 2016

		£
20.6.16	N Brock	317.00
"	Boyces at Manstree	1207.32
"	Bovey Tracey Youth Action	625.00
"	PHS Group	246.48
"	Horizon Consulting Engineers Ltd	2642.20
"	NTS Platforms	250.00
"	KJT Group Ltd	2240.72
11.7.16	C Beresford	36.00
"	Brimley Post Office	180.00
"	1 st B.T. Scout Group	84.00
"	B.T. Youth Action	625.00
"	W J Wicks & Sons Ltd	<u>2104.94</u>
		<u>10558.66</u>

Payroll 6568.50

Direct Debits

21.6.16	EE Phone	32.20
28.6.16	Elitetele.com	61.65
1.7.16	Pulse8broadband	42.00
"	Aviva	543.66
6.7.16	UK Fuels Ltd	<u>59.52</u>
		<u>739.03</u>

Accounts paid up to 2nd September 2016

		£
18.7.16	S W Water Ltd	332.85
"	1 st Office Equipment Ltd	220.30
"	Newton Abbot Security Trust Ltd	740.00
"	Teignbridge District Council	115.52
"	Sound & Visual Systems Ltd	770.40
"	S W Grounds Maintenance	972.00
"	Arnolds	29.76
"	Total Cleaning Services	457.50
"	PHS Group	308.10
4.8.16	Complete Weed Control	300.00
"	Teignbridge District Council	484.00
"	C Beresford	36.00
"	Devon Assoc. of Local Councils	30.00
"	S W in Bloom	20.00
"	Dartmoor Whisky Distillery Ltd (Utility payment)	143.45
"	Mr W Batstone	1200.00
"	Devon & Cornwall Newspapers Ltd	30.00
"	Mr M Wells (Reimbursement)	35.90
"	KJT Group Ltd	1267.22
"	S W Water Ltd	17.63
"	S W Grounds Maintenance	972.00
11.8.16	PVM Supplies Ltd	113.69
"	B T Youth Action	625.00
"	PHS Group	246.48
"	Newton Abbot Security Trust Ltd	500.00
"	Mant Leisure	1848.00
"	Horizon Consulting Engineers Ltd	3820.39
"	E Bowden & Sons	58.48
23.8.16	Viking	41.69
"	EDF Energy Customers plc	84.06
"	Teignbridge District Council	173.28
"	KJT Group Ltd	1826.48
"	Mr M Wells (Reimbursement)	18.60
		<u>17,838.78</u>

Payroll:

6775.01

Direct Debits

21.7.16	EE Phone	32.20
28.7.16	Elitetele.com	53.99
1.8.16	Pulse8broadband	42.00
"	Aviva	543.66
10.8.16	UK Fuels Ltd	101.98
22.8.16	EE Phone	32.20
"	British Gas	94.36
23.8.16	British Gas	22.69
30.8.16	Elitetele.com	63.23
1.9.16	Aviva	543.66
"	Pulse8broadband	42.00
		<u>1571.97</u>

Financial Statement 5th September 2016

Accounts to be paid

	£
Clare Beresford	45.00
Dartmoor Whisky Distillery Ltd (British Gas)	138.39
Firewatch SW Ltd	293.46
Teignbridge District Council	5300.00
“ “ “	1271.53
Total Cleaning Services	232.50
Torbay Display	144.00
Devon & Cornwall Newspapers Ltd	30.00
KJT Group Ltd	174.91
British Gas	<u>37.55</u>
	<u>7667.34</u>

General Account:	16,762.19
To be paid in:	<u>599.00</u>
	17,361.19
Accounts to be paid:	<u>7,667.34</u>
	9,693.85
Business Bank Instant Account:	162,433.28
Business Bank Instant Account:	<u>260,053.30</u>
	<u>432,180.43</u>

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 5TH SEPTEMBER 2016 AT 7.50pm.

Present:

The Town Mayor, Cllr A Allen
The Deputy Town Mayor, Cllr Mrs A J Kerswell*

Cllr U Arnold	Cllr G J Gribble**/*
Cllr Ms J H Blair	Cllr E Kelly
Cllr R A Bray	Cllr S P Leigh
Cllr D K Elphick	

**County Cllr
*District Cllr

In attendance:

Mr M Wells - Town Clerk

The meeting was chaired by Cllr Ms Blair

Cllr Gribble declared an interest in PL.16/57 & PL.16/60.

PL.16/53 Apologies for absence:

Cllr R J Ashby (Holiday)
Cllr Mrs A M Klinkenberg* (Unwell)
Cllr Ms C O Richardson (Personal commitment)
Cllr C W Robillard (Holiday)
Cllr M Tregoning (Unwell)

**Public Participation: No members of the public were present.

PL.16/54 Consideration of Planning Applications:

TDC Applications listed to 19.8.16:

Appeal: (Noted)

- a) 16/00041/~~TREE~~ Appeal against refusal of TPO permission 16/00518/TPO - Fell a number of Monterey cypress from group G1 and fell one Monterey cypress (T2) at Blenheim, Brimley Road.

Revised plans:

- b) 16/01360/~~FUL~~ New dwelling at 14 Cromwells Way for Mrs I Willcocks.

Observations: The Town Council does not support this proposal as it considers that the application does not demonstrate that the site is developable for a dwelling having regard to:

- i) The location of a nearby protected tree.
- ii) The residential amenity of the occupiers of adjoining dwellings.
- iii) The character of the site and its surroundings.
- iv) Increase in vehicle and access issues.

DNPA Applications listed to 19.8.16: None.

TDC Applications listed to 26.8.16:

- c) 16/02367/TPO Remove one dying conifer at land to rear of 23 Lakeside Close, New Park for Mr Andrew Bowles, Berkeley Leisure Group.
Observations: Referred to TDC's Arboricultural Officer.

PL.16/55 Planning Decisions: Noted

Approvals:

a) TDC:

- i) Uncapping the existing chimney flue and rebuilding the missing stack at Reeves Hall, Coombe Lane. (N/O)
- ii) Addition of two traditional chimney pots on existing chimney at Reeves Hall, Coombe Lane. (N/O)
- iii) Construction of raised patio area at 15 Lakeside Close, New Park. (N/O)
- iv) Dwelling in garden at Rosemount, Hind Street. (O)
- v) Change of use of ground floor flat (use Class C3) to optical practice (use Class D1) no external changes at Littlecote, Fore Street. (N/O)
- vi) Erection of agricultural building and field access track at Stickwick Farmhouse. (N/O)
- vii) Single storey side erection to provide garage at 65 Prince Rupert Way, Heathfield. (N/O)
- viii) Fell one dying horse chestnut tree at Shipley, Brimley Grange. (Referred)

Refusals:

c) TDC:

- i) New vehicular access including closure of current entrance at Shewte Cross. (N/O with provisos)
- ii) Erection of a dwelling at land at Holly Court, Thorn Cross. (O)

d) DNPA:

- i) Erection of detached garage (variation of previously approved scheme) at Linghaven, Haytor Road. (N/O)
- ii) Use for B2 (general industrial) and B8 (storage and distribution) at land at the Apple Sheds. (N/O)

The Town Council's submitted observations: No objections - N/O. Objection - O.

PL.16/56 Notice of Adoption of the Custom and Self Build Housing Supplementary Planning Document (SPD):

Members noted that on 27th July 2016, Teignbridge District Council (TDC) adopted its custom and self build housing supplementary planning document (**copy of notification previously circulated*). The adopted SPD can be viewed on TDC's website.

The Town Clerk provided an update. Cllr Mrs Kerswell advised of a contact with experience in self build housing if further information is required.

PL.16/57 Teignbridge District Council (TDC) - Paper Consultations on Planning Applications Ceasing:

Members noted the updated position from TDC (**copy of correspondence previously circulated*). It was further noted that the new arrangements would not present any

major consequences for the Town Council. Cllr Leigh provided an update on discussions and concerns raised by other Town/Parish Council representatives at a TALC meeting.

PL.16/58 Development Framework Plan - Challabrook:

Members had reviewed the draft response (**copy previously circulated*) and had considered alterations as appropriate.
Following discussion it was

Resolved:

To request the Town Clerk to make some minor amendments and then submit the response.

PL.16/59 Land at Bonds Meadow, Bovey Tracey:

Members noted the correspondence received (**copy previously circulated*) in relation to land owned by the National Trust which currently forms part of the BT1 Dean Park allocation.

Cllr Kelly noted that this area was highlighted in Local Plan discussions in 2005. The Town Mayor acknowledged the correspondence received from the group and noted that no further action would be taken at this stage.

PL.16/60 Memorandum of Agreement - Challabrook:

Consideration was given to a request from Teignbridge District Council to sign a Memorandum of Agreement (**copy previously circulated*). The Town Clerk provided an update.

Following discussion it was

Resolved:

To request the Town Clerk to respond to TDC advising that the Town Council has declined to sign.

PL.16/61 General Planning Matters brought forward by Councillors:

(**For information only*).

No matters brought forward.

The meeting closed at 8.20pm

REPORT OF COUNCIL BUSINESS CONSIDERED DURING THE RECESS PERIOD - JULY/AUGUST 2016

The Town Mayor, Deputy Town Mayor, Chairmen and Vice-Chairmen of the RP&P, FR&GP and Planning Committees viewed planning applications and general correspondence during the recess in order to make relevant comments. The following report gives details of action taken.

R.16/01 Consideration of Planning Applications:

DNPA Applications listed to 8.7.16: None.

TDC Applications listed to 15.7.16:

- a) 16/01914/FUL Single storey side and rear extension and front porch served by new access ramp at Meadowside, 30 Coombe Close for Mr Ivan Bicheno.
Observations: No objection.
- b) 16/01948/TPO Fell one diseased alder at 22 Churchfields Drive for Mrs Laurina Jones.
Observations: Referred to TDC's arboricultural officer.

DNPA Application listed to 15.7.16: None.

TDC Applications listed to 22.7.16:

- c) 16/01987/FUL Replacement of shop fronts at 1-2 Town Hall Place for Mr & Mrs Bradford.
Observations: No objection.
- d) 16/02016/TPO Fell one suppressed Holm oak (T3) at 2 St Mary's Meadow Manor House, Ashburton Road for Jane Morgan.
Observations: Referred to TDC's arboricultural officer.

DNPA Application listed to 22.7.16: None.

TDC Applications listed to 29.7.16:

- e) 16/01342/OUT Outline - erection of a dwelling (all matters reserved for future consideration) at Lowerdown Cross Bungalow, Chapple Road for Mr I Biles.
Observations: No objection.
- f) 16/01935/FUL Single storey rear extension at 22 Heath Hill, Heathfield for Mr A Heal.
Observations: No objection.
- g) 16/02053/TPO Fell one diseased/dying cherry tree (T1), replant with cherry in same place; crown lifting of oak tree canopy (T2) to 2 metres above garage and crown reduction of holly tree (T3) at Shewte Cross for Mr A O'Brien.
Observations: Referred to TDC's arboricultural officer.

DNPA Applications listed to 29.7.16:

- h) 0400/16 Change of use of agricultural land to residential for sole purpose of installation of LPG tank (retrospective) at Fairfield, Lower Brimley for Mrs A Martin.
Observations: No objection.
**Cllr Gribble declared an interest.

TDC Applications listed to 5.8.16:

- i) 16/02020/COU Change of use of ground floor commercial space to be returned to residential use at Courtenay House, 76 Fore Street for Ms C Richardson.
Observations: Neutral view - refer to Planning Case Officer.

- j) 16/02063/FUL Demolition of existing dwelling and replacement with two dwellings at Sunnyside, Hind street for Mr & Mrs C Bardell.
Observations: The Town Council supports the application providing adequate parking is available on the site for both dwellings.

DNPA Applications listed to 5.8.16: None.

TDC Applications listed to 12.8.16:

- k) 16/02013/FUL Conversion to five flats at Blenheim, Brimley Road for Old Walls Lodges Ltd.
Observations: No objection.
**Cllr Gribble declared an interest.
- l) 16/02101/REM Approval of details for one dwelling (approval sought for appearance, landscaping, layout and scale) at land at Bradley Road for Little Bradley Farms Ltd.
Observations: No objection.
- m) 16/02102/REM Approval of details for eight dwellings (approval sought for appearance, landscaping, layout and scale) at land at Bradley Road for Little Bradley Farms Ltd.
Observations: No objection.
- n) 16/02103/REM Approval of details for three dwellings (approval sought for appearance, landscaping, layout and scale) at land at Bradley Road for Little Bradley Farms Ltd.
Observations: No objection.
- o) 16/02104/REM Approval of details for four dwellings (approval sought for appearance, landscaping, layout and scale) at land at Bradley Road for Little Bradley Farms Ltd.
Observations: No objection.
- p) 16/02105/REM Approval of details for four dwellings (approval sought for appearance, landscaping, layout and scale) at land at Bradley Road for Little Bradley Farms Ltd.
Observations: No objection.
- q) 16/02217/FUL Retrospective application for the installation of a pay and display machine (revised location) at Parke Car Park for the National Trust.
Observations: No objection.
**Cllr Gribble declared an interest.
- r) 16/02218/ADV Retrospective application for instruction sign in association with car parking charging machine at Parke Car Park for the National Trust.
Observations: No objection.
**Cllr Gribble declared an interest.

DNPA Applications listed to 12.8.16: None