

BOVEY TRACEY TOWN COUNCIL

TOWN HALL • BOVEY TRACEY • NEWTON ABBOT • DEVON TQ13 9EG
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Office hours: 10.30am - 12.30pm Mon. Wed. & Fri.

10th October 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Recreation, Parks & Property (RP&P) Committee which will be held in the Council Chamber, Town Hall, Bovey Tracey on Monday 16th October 2017 at 7pm for the purpose of transacting the business as set out below.

AGENDA

Interest 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.

Public Participation:

Members of the public will be given an opportunity to address Councillors present at this meeting regarding agenda items, at the discretion of the Chairman.

Previous Minutes:

Approved minutes of the previous meeting are available on the Town Council's website (www.boveytracey.gov.uk) for inspection. If a paper copy is required, this can be collected, on request, from the Town Council's offices during office hours, prior to the meeting.

RP&P.17/65 Apologies for Absence:

**Public Participation:

The Committee, at the Chairman's discretion, sets aside a short period of time at the commencement of the meeting when the public can ask questions or make statements regarding agenda items.

RP&P.17/66 Consideration of minutes of previous meeting held on 17.7.17:

RP&P.17/67 Accounts:

To receive and approve the Financial Accounts paid up to 13.10.17
(*copies to be circulated at the meeting).

RP&P.17/68 Music Festival - Mill Marsh Park - Saturday 25th August 2018:

To consider a request on behalf of Macmillan Cancer Support (*copy enclosed) for the use of Mill Marsh Park on Saturday 25th August 2018 for a music festival.

RP&P.17/69 Community Centre Building:

To receive and note the previous minutes of the Community Centre Steering Group meeting on 22nd August (*copy enclosed).

RP&P.17/70 Traffic Regulation Order (TRO) - St Johns Lane:

To consider the draft proposals (*copy of plan to be circulated at the meeting) and to receive initial feedback from businesses operating within the affected area.

RP&P.17/71 Community Land - Review Group Meeting:

To receive the minutes of the Review Group meeting held on 7th August (*copy enclosed) and consider the recommended actions (i-vi) as highlighted in section 5 of the minutes.

RP&P.17/72 Quantified Tree Risk Assessment:

To receive a copy of the Tree Risk Assessment (*copy enclosed) prepared by Dartforest Tree Works and consider obtaining quotations to undertake the medium and low priority works as recommended in section 6 (pages 13-14) of the report.

RP&P.17/73 Regeneration Committee:

To receive and note the previous minutes of the Regeneration Committee meeting of 7th September (*copy enclosed).

RP&P.17/74 Skate Park Floodlighting:

To note the reply to the preliminary enquiry (*copy enclosed) and consider any further action as appropriate.

RP&P.17/75 Dog Control Measures:

Following item FC.17/60, item brought to discuss dog control measures within Council owned parks and open spaces.

RP&P.17/76 Matters brought forward by the Town Clerk & Councillors: (for information)

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

SIGNED

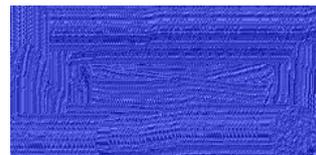


DATE

11/10/17

M WELLS
TOWN CLERK

28 JUL 2017



Bovey Tracey Town Council,
Town Hall,
Bovey Tracey.

Myself and Ms Kelly Hayman-Bruce, are writing this letter to yourselves, to seek permission to use Mill Marsh Park, on Saturday, 25th August, 2018, for a Music Festival, in aid of Macmillan Cancer Support.

We would wish to cordon off an area of the park, to erect various stages and marquees, and would wish to charge admission for the event. We would wish the event to start at 4.00pm and finish around 10.00, so as not to cause too much disturbance.

We would be using the services of DNT Events, based at Ullacombe Farm, who have vast experience of staging such events, throughout the country.

Macmillan Cancer Support would provide all necessary insurances, public liability etc. and ensure full risk assessments are carried out. We would of course ensure that all rules and regulations imposed by yourselves are fully met and adhered to.

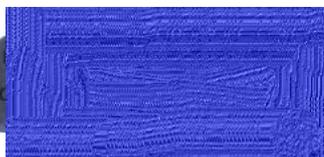
We would be only too pleased to meet with yourselves, to discuss this matter.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'D Shepherd', with a large loop at the end.

David Shepherd
(Group Leader MCS Fundraising Group)

My contact numbers are
Email.....dsdaveshepherd



David Shepherd
Group Leader

tel 07798 551037
email dsdaveshepherd@gmail.com

Macmillan Cancer Support
Fundraising Support Centre

tel 0300 1000 200
email fundraising@macmillan.org.uk
www.macmillan.org.uk

**WE ARE
MACMILLAN.
CANCER SUPPORT**

BOVEY TRACEY COMMUNITY CENTRE STEERING GROUP MEETING
HELD IN THE COUNCIL CHAMBER ON TUESDAY 22ND AUGUST 2017 AT 2.00PM

Present:

Cllr Tony Allen
Cllr Bob Ashby
Cllr Rob Bray
Cllr Eoghan Kelly
Mrs Jackie Paxman – Bovey Tracey Library
Miss Erica Steer – Bovey Tracey Information Centre Trust
Mr Mark Wells – Town Clerk
Mr Peregrine Mears – Peregrine Mears Architects
Mr Paul Cooper – Peregrine Mears Architects

Cllr Eoghan Kelly chaired the meeting.

1. Apologies for absence:

Cllr Mrs Avril Kerswell – Town Mayor
Mr Peter Hall

2. Minutes of Previous Meeting

Mark circulated copies of the meeting minutes of 30th June 2017. The group agreed they were an accurate record of discussion.

3. Public Exhibition – Community Feedback Report & Plan revisions

Feedback and response on the plan

The Councillors and Steering group members who were present at the Public Exhibitions provided feedback on attendance at their sessions and key themes/issues that arose during discussions.

The interim report produced by Devon Communities Together was discussed. The report provided a general overview of the main issues that were repeated through repetitive comments. The report highlighted that, to date, of those that completed the questionnaire, and were asked on the whole do you broadly support the proposals for the centre design as presented:

- 63.1% said yes
- 27.4% agreed with some elements
- 8.3% said no
- 1.2% were undecided

Peregrine presented further key questions to the group as follows:

- Public toilets – are there enough, do they need to be unisex, access to one toilet out of hours etc?
 - o The group discussed these issues and requested that the architects consider ramped access to better facilitate external access to all of the toilets which would

be available to mirror the current operating hours, rather than limit to the operating hours of the centre itself.

- Enough storage for furniture?
 - o A discussion took place around the possibility for making provision for extra storage if feasible to accommodate equipment for external groups etc.
- Kitchen facilities – large enough?
 - o It was felt that these were large enough to serve the users of the centre. In the event that large events may be held (wedding receptions etc) then it is likely that external caterers would bring in food from off site.
- Business Hub offices – Suggestions made about these being open plan?
 - o The Town Clerk explained that following a visit to the Business Centre in Heathfield, it was very clear this would not work for a number of reasons including: confidentiality, data protection, security and conflicting use issues.

Feedback and response on sustainability

A number of queries were raised regarding sustainability of the building, including photovoltaic panels, rainwater harvesting, solar thermal (hot water) panels and ground source heat pumps etc.

Paul explained that sustainability is a factor which has been considered from the outset. The architects approach is not to add visible microgeneration and renewables to offset energy use, but instead concentrate efforts on passive means to minimise energy usage (improved thermal performance and airtightness, low energy lighting, low energy heating and ventilation systems, low energy and water use appliances). Therefore, with limited budgets, the finance is better focussed on the building fabric which is hard to retrospectively improve.

Feedback on materials and building form

From the public exhibition comments, the appearance of the building created the biggest divide in opinion. The main issues relating to the appearance are:

- Too industrial looking/too modern
- Not enough glazing to the front of the building
- Don't like the use of brick, particularly the red brick

The form of the building has been developed to suit both the street scape, context and the internal arrangement and flexibility.

Perry & Paul presented an overview of the positives and negatives of the material choices and their recommendation as to why the materials proposed have been chosen.

Paul then presented 6 alternative plan options of revised elevations for consideration.

Following lengthy discussions, the Steering Group shortlisted options 4, 5 and 6 as their preferred options which will now be presented to the Planning committee for further consideration by Councillors.

4. Agenda items for next meeting

Erica highlighted the need to consider interim operating premises for the Information Centre whilst development takes place. It was agreed to further consider this in more detail at a future meeting.

5. AOB

Cllr Tony Allen suggested that an item is discussed by Council to consider a competition for the naming of the centre.

Perry explained that 3 meetings were held on site this morning with prospective Quantity Surveyors. The 3 quotations received for the preliminary cost estimates are:

- £1,788.00 + vat
- £1,850.00 +vat
- £330.00 + vat

The Steering Group agreed to appoint the quotation of £330.00 and instructed the architect to proceed with this work.

The Town Clerk and architects will be meeting the Planning and Conservation Officer on 11th September 2017 for a follow-up meeting.

6. Date of next meeting

TBC

COMMUNITY LAND – REVIEW GROUP MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 7TH AUGUST 2017 AT 6.30PM

Present:

Cllr Mrs Avril Kerswell – Town Mayor (AK)
Cllr Mrs Jan Blair – Deputy Town Mayor (JB)
Cllr Ulli Arnold (UA)
Cllr David Elphick (DE)
Cllr Eoghan Kelly (EK)
Cllr Chris Robillard (CR)
Mark Wells – Town Clerk (MW)

1. Appointment of Chair

In the absence of any volunteers, the Town Mayor agreed to act as Chairman.

Cllr Eoghan Kelly joined the meeting.

2. Apologies

None received.

3. Aim for the Group

Following discussion it was agreed that as resolved, the group would formulate and recommend to Council a plan of suggested actions for examining potential future uses of the covenanted community land (south of Le Molay-Littry Way).

4. Background

For the interest of the more recently elected Councillors, the Town Clerk presented a series of slides which covered:

- A plan of the site location/site area
- A snapshot of the flood area affecting the site
- A reminder of the current allocation for the land within the Teignbridge Local Plan, which stipulates **“The Council will support the provision of community related facilities including a replacement primary school, multi-use community buildings and public open space such as allotments, orchards, sport and recreation facilities on this site. Any development would also require:**
 - a) **Full flood risk assessment, measures to mitigate and overcome flood risk, and approval by statutory agencies:**
 - b) **Green infrastructure and appropriate landscaping and mitigation measures to address any ecological and landscape impact; and**
 - c) **safe cycle path access to the Town Centre**
- Reference to the commitment in the TDC Infrastructure Delivery Plan (IDP) to provide a replacement school on this land (2025-2029)
- The covenant on the land which stipulates **“That the Town Council will not use or permit or allow to be used the property for any purpose other than the provision of community facilities for residents of Bovey Tracey area”**

- The Consultation Report undertaken by Devon Communities Together in 2012 (copy previously circulated)

Following discussion, the following questions/actions arose:

- CR would like to know accurate dimensions of the site area. **MW to follow-up.**
- CR requested detailed advice received in relation to the covenant. **MW to circulate.**
- EK Suggested that in the interim, the land is closed to general access for 1-day pa to undertake essential maintenance. **MW to arrange.**
- DE suggested that, pending the long-term future of the site, there are benefits to the town of the site being used for simple caravanning/camping. MW confirmed that the remit of the group is not to consider future uses, but to recommend a planned approach to Council highlighting issues that require resolution.
- UA highlighted the need to do something with the land – this will require publication of all viable options for the community to then consider.

The Town Clerk highlighted the need to include proactive groups that have an interest in the land to work in unity with the Neighbourhood Plan Steering Group.

5. Plan/Considerations

Following further discussions, it was agreed that the following actions should be considered by the Council:

- i) To close the site for 1-day to undertake some essential maintenance to enable the continued informal use of this site by dog walkers etc.
- ii) Due to the current land allocation in the Local Plan, the commitment in the Infrastructure Delivery Plan to provide a replacement primary school and the outcome from the 2012 consultation report that 52.9% of those consulted were very supportive and 23.4% supportive of a new school, the Council should consider:
 - a) a meeting with the Chair of Governors at Bovey Primary School to discuss
 - b) formal communication with the County Council to ascertain their current and future position in relation to any future possibility of the delivery of a new school
 - c) interim usage of the land if deliverability of a new school (or other use) is possible
- iii) Communication with Sibelco to further understand their position in relation to their current embargo on their land review/asset transfers
- iv) Detailed discussion with appropriate representatives from 'Bovey Futures', to clarify timeframes for the Neighbourhood Plan and future representation/joined up working with the Neighbourhood Plan Development committee.
- v) Following discussions around the history relating to the approach around a Supermarket on the site, the Town Clerk asked members if they felt there had been any significant change since the 2012 consultation report that highlighted a high proportion of respondents were clear that they did not expect the Town Council to achieve the highest possible capital receipt from the land. It was agreed that there had been significant changes (Challabrook development etc) since the consultation which would warrant a review of the consultation. It was suggested that future consultations, should not only include all other options but consider more generally 'commercial development options' rather than specifically a supermarket.

vi) To remind Council of the legal advice received to date in relation to the covenant, but to recommend that costly legal counsel advice in relation to the covenant is not obtained during early stages of any scheme considerations until such time as there is a firm detailed proposal to consider.

DRAFT



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Tree Condition Assessment

Prepared for
Bovey Tracey Town Council
Town Hall
Town Hall Place
Bovey Tracey
Devon
TQ13 9EG

Prepared by
A.C. Kimberlee BSc (Hons) Arboriculture, M Arbor A, PTI.

Date: 23rd July 2017

Version: 1



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Appendices

Appendix 1: Individual Tree Risk Survey

Appendix 2: Site Map showing location of trees

Client:	Mark Wells – Bovey Tracey Town Council	Ref:	AK/ 176/ 230717
Location:	Multiple Sites: 1. Recreation Ground 2. Mill Marsh Park 3. Bullands Field 4. Rendells Meadow 5. Open Space (The Oaks) 6. Allotments 7. Cemetery, Coombe Lane, Bovey Tracey 8. Open Space adjacent to St Catherines School (Heathfield) 9. Land on south side of Le Molay-Littry Way		
Date of site Inspections:	7 th and 10 th July 2017		
Survey Inspector(s):	Aran Kimberlee BSc (Hons) Arboriculture M Arbor A, PTI.		
Report Author:	Aran Kimberlee BSc (Hons) Arboriculture M Arbor A, PTI.		
Signature:		Date:	23 rd July 2017

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The statements made in this report do not take account of extreme climate, vandalism or accident, whether physical, chemical or fire. The author cannot therefore accept any liability in these factors, nor where prescribed work is carried out in an incorrect and/or unprofessional manner in accordance with current good practice. The authority of this report ceases at any stated time limit within it, or if none is stated after two years from the date of the survey or when site conditions change, or pruning or other works unspecified in the report are carried out to, or affecting, the subject tree(s), whichever is sooner.

1.0 Instruction and Purpose of Report

- 1.1 I have been verbally instructed by Mr Mark Wells of Bovey Tracey Town Council to carry out a tree safety inspection of the significant trees growing in and on the boundaries of multiple sites in and around Bovey Tracey and Heathfield.
- 1.2 The purpose of my inspection was to assess the structural integrity of the trees on-site and the level of risk the trees might pose to persons and property and to give appropriate recommendations, if any, for management of the trees. If significant defects are observed in relation to targets then the risk of harm will be assessed using the Quantified Tree Risk Assessment (QTRA) system. The method of which is detailed below in section 5.0 of this report.
- 1.3 In addition, give appropriate recommendations, if any, for management of the trees in report format.

2.0 Report Methodology & Limitations

- 2.1 I carried out the survey on 7th and 10th July 2017. The weather was fine and the visibility good on both days.
- 2.2 The inspection process consisted of a general ground based visual assessment only. Any cavities or areas of decay that are accessible from ground level may have been probed with a thin metal instrument to assess the significance and extent of any decay. A nylon sounding hammer may also have been used to help detect the presence of any internal decay in the main trunk and/ or larger stems. Binoculars may have been used in order to assist inspection of the upper canopy. Where a further more detailed inspection is required this will be indicated within the recommendations.
- 2.3 The assessment consisted of an above ground inspection only and soil type has not been ascertained on site. Therefore, this report makes no reference to the possible effects of tree roots and shrinkable soils, and any possible effects on building foundations or underground services.
- 2.4 Unless otherwise specified in the recommendations, this report is valid for 2 years from the date of site inspection. The condition of trees can change due to the effects of pests and disease or following severe weather conditions or other abiotic factors. The report is valid only for typical weather conditions. Healthy trees or parts of healthy trees may fail in unusually high or unpredictable winds or violent storms and, as the consequences of such weather phenomena are unforeseeable, the author of this report cannot be held liable for any such failures.
- 2.5 The conclusions of this report will remain valid for 2 years from the date of the inspection, but any alteration or deletion from this report will invalidate it as a whole.
- 2.6 The trees on site have been tagged. A map showing the location of the trees has been included in appendix 2 of this report.

3.0 Site Details

3.1 A visual tree assessment and tree risk assessment has been carried out on 7th and 10th July 2017 at the following sites:

- Recreation Ground
- Mill Marsh Park
- Bullands Field
- Rendells Meadow
- Open Space (The Oaks)
- Allotments
- Cemetery, Coombe Lane, Bovey Tracey
- Open Space adjacent to St Catherines School (Heathfield)
- Land on south side of Le Molay-Littry Way

3.2 The parks, allotments and green spaces mentioned above are owned/ managed by Bovey Tracey Town Council and their locations are spread across the town. The sites contain a varied mix of species of tree, age ranges and tree sizes. The allotment sites contain hedgerow specimens which, in some areas, have been cut in the past and have now grown into larger groups of coppiced hedgerow trees. The site containing the most significant trees is Mill Marsh Park. The majority of the trees here are large mature trees growing within the park, along the river boundary and a wooded area on the southern boundary of the park. Individual site observations and general tree management have been detailed in section 4.0 below.

3.3 Soil type on-site has not been ascertained.

3.4 No checks have been carried out to ascertain any legal protection such as Tree Preservation Orders or Conservation Areas that might cover the site.

4.0 Condition of Trees and Groups of Trees

4.1 Individual trees have been risk assessed using the QTRA system in this report where significant defects have been observed in relation to targets. All of the sites inspected were found to have significant trees that required risk assessment. Two trees surveyed on two sites were found to be within the Unacceptable Risk Threshold (See table in section 5.6).

4.2 Recreation Ground

There are several areas/compartments of trees located throughout the site. The wooded area which bounds the rear properties of Heathfield Close is a mixed broadleaf and Pine compartment. On the boundary there is a large dead Oak tree (T0981) growing on the bank. The ownership of this tree is unclear and I would advise that if this is the council's responsibility then the tree should be removed or heavily reduced to a standing deadwood monolith in order to prevent failure of the tree into the neighbouring property.

T0980 is a mature Oak tree growing at the footpath entrance off Ashburton Road. The tree has a long lateral stem which extends beyond the rest of the crown and is overhanging a children's play park. I recommend that this stem is reduced in order to lighten the wind and weight loading on the stem and minimise the risk of failure.



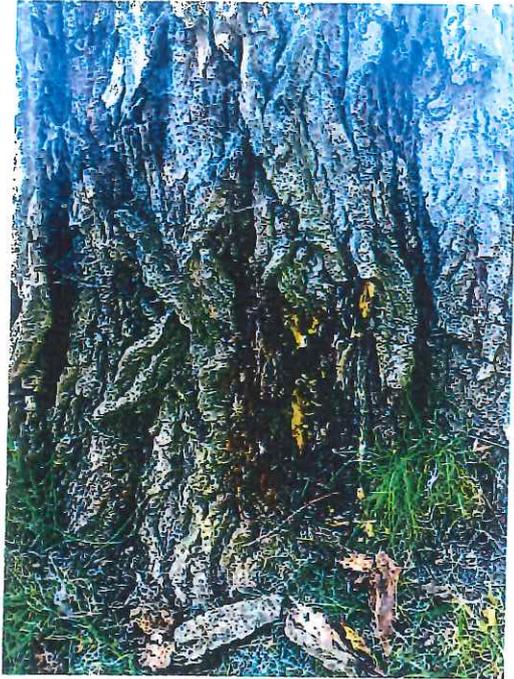
Photograph 1: T0980 with long lateral stem overhanging play park.

4.3 Mill Marsh Park

Mill Marsh Park is the largest site inspected with the highest number of trees and compartments of trees. The park is bounded by the River Bovey to the west and an old leat to the east. Within the park are a number of large mature trees, old coppiced boundary trees and planted specimens.

There are a number of dead trees located on the river bank. I consider these to be a low risk to persons or property due to the low target value. There is a small dead Rowan tree close to the play park which is a low risk but would be best felled and a new tree can then be re-instated.

The large Black Poplar (tagged during a previous survey as 0018) has long etiolated stems arising from crown break at approximately 2 metres from ground level. Cambial dysfunction and basal decay were observed on the main trunk and around the main unions of the stems at the time of inspection. I believe that the risk of failure of a number of the stems is high. I believe this tree has a low safe useful life expectancy and removal of this tree will be the most appropriate long term management for the tree, both from an economical and safety point of view.



Photograph 2: T0018 Black Poplar with basal decay and cambial dysfunction.

4.4 Bullands Field

There are two main compartments of trees within this site; a wooded area to the north and a linear strip of trees on the river boundary to the south. Within Compartment 2 and adjacent to a public footpath are two Sycamore trees (G0982) with significant basal decay. Although the target area is fairly low I have recommend removal of these two trees.



Photograph 3: G0982 two Sycamore stems closest to footpath have significant basal decay.

4.5 Rendells Meadow

Rendells Meadow is a green space surrounded by residential properties and is mainly used for dog walking. There are no significant trees on the green at present. However, given the space I would advise planting of trees which will in future become large in stature and in turn enrich the area. The linear strip of mature Oak and Ash trees which are at the southern end of cul-de-sac are growing on an old boundary bank. These trees were only briefly looked at as ownership of these trees is unclear. I carried out a brief walk-by survey in which I was able to assess the physiological condition of the crowns of the trees for any obvious defects. I have recommended no works, however if these trees do belong to Bovey Tracey Council then I would advise that these trees be included in the bi-annual tree inspections.

4.6 Open Space (The Oaks)

Compartment 1 is a wooded area that appears to be prone to flooding in the winter months and has a number of mature Oak and Ash trees with an understorey of Alder, Holly and Sycamore. T0983 is a large Ash tree which overhangs the green space and an informal footpath. The tree has heavy Ivy growth on the main trunk which obscures inspection of the main trunk and into the crown and there is a large broken hanging branch in the crown. I advise to remove the broken hanging branch and undertake a visual climbing inspection of the main unions in the crown of the tree.

4.7 Allotments

There are two main compartments of trees within this site. Compartment 1 is an area of trees which stretches along the northern and eastern boundary of the larger field. The majority of the trees here are Oak and Elm. Within this compartment is a dead Elm tree (tagged 0986) which I recommend should be felled.

Compartment 2 is a wooded area along the boundaries of the smaller allotment field to the south. The bases of the trees along the boundary in this compartment were not accessible. However, the physiological condition of the crowns has been inspected and appears to be in good health. T0987 is a large coppiced Ash tree which has a number of dead branches which overhang allotment plot number 48 which I recommend should be removed.

4.8 Cemetery

The majority of trees within the cemetery are young planted specimens. There is an avenue of Hornbeam trees (Photograph 4) in the centre of the site which appear to now be encroaching on to the footpath and gravestones. I recommend this avenue be formatively pruned in order to attain a ground clearance of approximately 2 metres over the footpaths and prune back lower branches encroaching on to gravestones and benches. Along the eastern boundary an Elder tree has fallen out of the hedge. It is now

on a gravestone and should be felled. A large dead branch on an Oak next to the Elder is overhanging the gravestones and should be removed.



Photograph 4: Young Hornbeam avenue with low branches over footpath

4.9 Open Space adjacent to St Catherines School (Heathfield)

This site is a green space in the residential area of Heathfield and next to St Catherine's Primary School. The trees on this site are early mature and mature and are growing around the boundaries of the site. T0988 (Photograph 5) is a Birch tree which has been dead for some time and likely to fall over very soon. I recommend that this tree be felled as soon as possible.



Photograph 5: T0988 Dead Birch tree in green space by St Catherine's School

4.10 Land on south side of Le Molay-Littry Way

The area of land on the south side of Le Molay-Littry Way is a large area with a number of public footpaths through the site. The majority of the area is scrub land which is largely inaccessible, particularly in the summer months. Within the site are some fine mature and post mature Oak trees, some of which have lost large limbs and have deadwood in the crowns. The largest trees adjacent to the road appear to be in good physiological and structural condition. The trees within the site are a very low risk to persons and property as present. If land usage changes then a re-survey of the area and the trees will be needed.

4. I consider that the works detailed in Section 6 below are sufficient to discharge any duty of care that the town council owes to members of the public. The risk associated with unpredictable limb loss due to factors such as summer branch drop cannot be quantified. Should these trees lose additional, relatively healthy and structurally sound limbs within the period covered by this report, I advise that these trees would then require re-assessment as soon as possible after the event.

5.0 Tree Risk Assessment

- 5.1 The Quantified Tree Risk Assessment (QTRA) system applies established and accepted risk management principles to tree safety management. Firstly, the targets (persons and property) upon which trees could fail are assessed and quantified, thus enabling tree managers to determine whether or not and to what degree of rigour a survey or inspection of the trees is required. Where necessary, the tree or branch is then considered in terms of both impact potential (size) and the probability of failure. Values derived from the assessment of these three components (target, impact potential and probability of failure) are combined to calculate the probability of significant harm occurring.
- 5.2 The system moves the management of tree safety away from labelling trees as either “safe” or “unsafe”, thereby requiring definitive statements of tree safety from either tree surveyors or tree managers. Instead, QTRA quantifies the risk of significant harm from tree failure in a way which enables tree managers to balance safety with tree value and operate to a predetermined limit of reasonable or acceptable risk.
- 5.3 The QTRA system also require an allocated target range; mapping of land use by road classification; estimated levels of pedestrian occupation; and estimated structure values. Whilst surveying I only saw a brief glimpse of site usage on the site and therefore, I advise that my target appraisal is considered against the knowledge of site managers or users.
- 5.4 The target ranges can vary from each site. The ones used during the risk assessment are as follows:
- Target 2: Estimated pedestrian usage 72-8 per hour; property repair or replacement cost £200 000 – £20000 and/or 4700 – 480 vehicles per day at 30 mph.
 - Target 3: Estimated pedestrian usage 7-2 per hour; property repair or replacement cost £20 000 – £2000 and/or 470 – 48 vehicles per day at 30 mph.
 - Target 4: Estimated pedestrian usage 1-per hour – 3 per day; property repair or replacement cost £2000 – £200 and/or 47 – 6 vehicles per day at 30 mph.
 - Target 5: Estimated pedestrian usage 2 per day – 2 per week; property repair or replacement cost £200 – >£20 and/or 5 – 1 vehicles per day at 30 mph.
- 5.5 Should Mr Wells consider this estimate to be inaccurate he should report back to Dartforest Tree Works so that the risk assessment can be refined.

5.6 QTRA Advisory Thresholds

Thresholds	Description	Action
1/1 to 1/1000	Unacceptable Risks will not ordinarily be tolerated	<ul style="list-style-type: none"> Control the risk
1/1000 to 1/10 000	Unacceptable (Where imposed on others) Risks will not ordinarily be tolerated	<ul style="list-style-type: none"> Control the risk Review the risk
	Tolerable (by agreement) Risks may be tolerated if those exposed to the risk accept it, or the tree has exceptional value	<ul style="list-style-type: none"> Control the risk unless there is broad stakeholder agreement to tolerate it, or the tree has exceptional value Review the risk
1/10 000 to 1 000 000	Tolerable (Where imposed on others) Risks are tolerable if as low as reasonably possible (ALARP)	<ul style="list-style-type: none"> Assess costs and benefits of risk control Control the risk only where a significant benefit might be achieved at reasonable cost Review the risk
1/1 000 000 or less	Broadly Acceptable Risk is already as low as reasonably possible (ALARP)	<ul style="list-style-type: none"> No action currently required Review the risk

Source: Quantified Tree Risk Assessment User Manual V5.1.3

- 5.7 The risk of harm from sites; Bullands Fields, The Oaks, Allotments, Cemetery and Land south of Le Molay-Littry Way have been calculated at 1/ 1 000 000 which is within the Broadly Acceptable threshold (Risk is already ALARP). The recommended tree works should be considered in terms of both risk management and long term management of the tree.
- 5.8 The risk of harm from T0980 has been calculated at 1/ 40 000 and T0981 has been calculated at 1/ 400 000 both of which are within the Tolerable threshold (Where imposed on others) Risks are tolerable if as low as reasonably possible (ALARP). At this risk level the owners of the tree should consider the costs required against the benefits of risk control.
- 5.9 The risk of harm from T0018 has been calculated at 1/ 4000 and T0988 has been calculated at 1/ 10 000 both of which are within the Unacceptable threshold (Where imposed on others) Risks will not ordinarily be tolerated. At this risk level the risk needs to be controlled.

6.0 Recommendations

Tree No.	Species	Observations	Recommendations	Work Priority
T0980	English Oak	<ul style="list-style-type: none"> Lowest long lateral limb overhanging playground on southern side of crown has possible weak fork union with internal stress fracture. 	<ul style="list-style-type: none"> Reduce lowest limb on southern side of crown overhanging playground by approx. 3-4 metres cutting back to appropriately sized growth points 	Medium - Works recommended within 6 months
T0981	English Oak	<ul style="list-style-type: none"> Dead tree on bank other side of chain link fence. Unsure of ownership. 	<ul style="list-style-type: none"> Reduce stems down to main fork using coronet cuts to mimic natural fractures. finished height approx. 8 m 	Medium - Works recommended within 6 months
G0982	Sycamore	<ul style="list-style-type: none"> Coppice specimen whereby 8 stems arise from ground level. Significant basal decay in two stems closest to footpath. 	<ul style="list-style-type: none"> Dismantle in sections to near ground level. 	Low - Works recommended within 12 months
T0983	Ash	<ul style="list-style-type: none"> Heavy ivy growth on main trunk and in crown Deadwood present in crown and broken hanging branch. 	<ul style="list-style-type: none"> Remove broken hanging branch remove major deadwood and check unions on primary limbs under ivy. 	Low - Works recommended within 12 months
Old tag 0018	Black Poplar	<ul style="list-style-type: none"> Basal decay and cambium dysfunction. Stress fractures and bleeding residue at crown break at approx. 2 m from ground level. Risk of limb failure high. 	<ul style="list-style-type: none"> Pollard at crown break (2m from ground level) or fell. 	High - Works recommended within the next 30 days
T0986	Wych Elm	<ul style="list-style-type: none"> Dead hedgerow specimen boundary overhanging plot 9b Likely to fall on allotment plot 	<ul style="list-style-type: none"> Remove 	Low - Works recommended within 12 months

Tree No.	Species	Observations	Recommendations	Work Priority
T0988	Birch	<ul style="list-style-type: none"> Twin stem dead specimen 	<ul style="list-style-type: none"> Remove 	High – Works recommended within the next 30 days
C1	Mixed – Hornbeam, Oak and Ash	<ul style="list-style-type: none"> Avenue of young planted hornbeam which are now encroaching onto footpaths and seating areas. Elder fallen out of hedge on to gravestone. Dead branch on Oak overhanging gravestones 	<ul style="list-style-type: none"> Formative prune Hornbeam avenue to allow for approx. 2 metre clearance from ground over footpaths and cut back encroaching branches from gravestones and benches. Fell fallen elder Remove large dead branch on Oak 	Low- Works recommended within 12 months

6.1 In the event of any new defects, concerns or the occurrence of seasonal fungal fruiting bodies on any of the trees with high targets, Dartforest Tree Works Limited should be contacted as soon as possible in order to re-assess the tree/s and update this report.

6.2 All tree works should be undertaken to BS3998:2010 Recommendations for Tree Works. Furthermore, I recommend that the appointed tree works contractor is approved by the Arboricultural Association to ensure high standards.

End AK/176/ 230717

7.0 Bibliography

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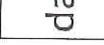
Appendix 1: Individual Tree Risk Survey

APPENDIX 2: INDIVIDUAL TREE RISK SURVEY

RECREATION GROUND												
CLIENT: BOVEY TRACEY TOWN COUNCIL												
BRIEF: VTA ASSESSMENT OF SIGNIFICANT TREES GROWING WITHIN THE BOUNDARIES OF THE SITE LISTED ABOVE												
TREE NO.	SPECIES	AGE RANGE	HEIGHT (M)	CROWN SPREAD	STEM DIA. (MM)	VITALITY	COMMENTS	TARGET RANGE	SIZE RANGE	PROB RANGE	RISK INDEX	INSPECTION FREQUENCY
T0980	ENGLISH OAK	M	22	15	1060	G	<ul style="list-style-type: none"> LOWEST LONG LATERAL LIMB OVERHANGING PLAYGROUND ON SOUTHERN SIDE OF CROWN HAS POSSIBLE WEAK FORK UNION WITH INTERNAL STRESS FRACTURE. 	2	1	4	40K	2
T0981	OAK	M	18	10 E	1100 EST.	D	<ul style="list-style-type: none"> DEAD TREE ON BANK OTHER SIDE OF CHAIN LINK FENCE. UNSURE OF OWNERSHIP. 	4	1	3	400K	2
C1	MIXED-OAK, BEECH, SYCAMORE AND SCOTS PINE	M	UP TO 26	UP TO 15	UP TO 1100	G	<ul style="list-style-type: none"> AREA OF MIXED WOODLAND. IVY COVERED STEMS. CLOSE PROXIMITY TO NEIGHBOURING PROPERTIES. OWNERSHIP OF SOME LARGE OAKS MAY NEED TO BE ESTABLISHED. 	4	1	6	>10K	2

SURVEYOR: AK
 ASSESSMENT DATE: 7TH JULY 2017
 VIEWING CONDITIONS: GOOD
 JOB REFERENCE: BITTC 07 2017

MANAGEMENT
 • REDUCE LOWEST LIMB ON SOUTHRN SIDE OF CROWN OVERHANGING PLAYGROUND BY APPROX. 3-4 METRES CUTTING BACK TO APPROPRIATELY SIZED GROWTH POINTS
 • REDUCE STEMS DOWN TO MAIN FORK USING CORONET CUTS TO MIMIC NATURAL FRACTURES.
 • FINISHED HEIGHT APPROX. 8 M
 • NONE



KEY- HEADINGS & ABBREVIATIONS
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 STEM DIA: STEM DIAMETER MEASURED AT A HEIGHT OF APPROXIMATELY 1.3 METRES
 VITALITY: A MEASURE OF PHYSIOLOGICAL CONDITION.
 GI= GOOD, M= MODERATE, P = POOR, M = MORIBUND, D= DEAD,
 QTRA RISK RATING: RISK OF SIGNIFICANT HARM, 1,000 = RISK INDEX (E.G. RISK INDEX 20 = RISK OF SIGNIFICANT HARM 1 IN 20,000)
 INSPECTION FREQUENCY: PERIOD (IN YEARS) TO NEXT INSPECTION BY COMPETENT PERSON

APPENDIX 2: INDIVIDUAL TREE RISK SURVEY

SITE: BULLANDS FIELDS
 CLIENT: BOVEY TRACEY TOWN COUNCIL
 BRIEF: VTA ASSESSMENT OF SIGNIFICANT TREES GROWING WITHIN THE BOUNDARIES OF THE SITE LISTED ABOVE

SURVEYOR: AK
 ASSESSMENT DATE: 07/07/17
 VIEWING CONDITIONS: VERY GOOD
 JOB REFERENCE: BITTC 07 2017



TREE NO.	SPECIES	AGE RANGE	HEIGHT (M)	CROWN SPREAD	STEM DIA. (MM)	VITALITY	COMMENTS	MANAGEMENT	TARGET RANGE	SIZE RANGE	PROB RANGE	RISK INDEX	INSPECTION FREQUENCY
C1	MIXED - AS, ALDER, SYCAMORE, OAK, BEECH	SM	UP TO 19	UP TO 16	AVE. 450	G	<ul style="list-style-type: none"> COPPICED SPECIMENS ADJACENT TO RIVER ASH WITH DEADWOOD AND DEAD STEMS OVERHANGING RIVER. 	• NONE	4	1	6	>IM	2
C2	MIXED - SYCAMORE, ASH, BEECH, OAK	M	UP TO 27	UP TO 14	AVE. 500	G	<ul style="list-style-type: none"> COPPICED SYCAMORE DEAD WOOD IN CROWNS OF TREES, LOW RISK. 	• NONE	4	1	5	>IM	2
G0982	SYCAMORE	SM	22	12	390 340	F	<ul style="list-style-type: none"> COPPICE SPECIMEN WHEREBY 8 STEMS ARISE FROM GROUND LEVEL. SIGNIFICANT BASAL DECAY IN TWO STEMS CLOSEST TO FOOTPATH. 	• DISMANTLE 2 STEMS CLOSEST TO FOOTPATH IN SECTIONS TO NEAR GROUND LEVEL..	3	1	5	>IM	2

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APPENDIX 2: INDIVIDUAL TREE RISK SURVEY

SITE:		THE OAKS											
CLIENT:		BOVEY TRACEY TOWN COUNCIL											
BRIEF:		VTA ASSESSMENT OF SIGNIFICANT TREES GROWING WITHIN THE BOUNDARIES OF THE SITE LISTED ABOVE											
TREE NO.	SPECIES	AGE RANGE	HEIGHT (M)	CROWN SPREAD	STEM DIA. (MM)	VITALITY	COMMENTS	MANAGEMENT	TARGET RANGE	SIZE RANGE	PROB RANGE	RISK INDEX	INSPECTION FREQUENCY
C1	ASH, OAK, ALDER	M	UP TO 23	UP TO 12	UP TO 1000	F	<ul style="list-style-type: none"> FENCED OFF AREA OF TREES IN MARSHY GULLY. OAK DYING BACK WITH SECONDARY GROWTH THROUGHOUT. ALDER SUCKERING. ASH WITH HEAVY IVY GROWTH THROUGHOUT AND BROKEN HANGING BRANCH IN CROWN. CHILDREN PLAY IN AREA UNDER TREES 	<ul style="list-style-type: none"> SEE BELOW 	3	3	4	100	2
T0983	ASH	M	23	12	EST. 1000	F	<ul style="list-style-type: none"> HEAVY IVY GROWTH ON MAIN TRUNK AND IN CROWN DEADWOOD PRESENT IN CROWN AND BROKEN HANGING BRANCH. 	<ul style="list-style-type: none"> REMOVE BROKEN HANGING BRANCH REMOVE MAJOR DEADWOOD AND CHECK UNIONS ON PRIMARY LIMBS UNDER IVY. 	3	3	4	>100	2



SURVEYOR: AK
 ASSESSMENT DATE: 07/07/17
 VIEWING CONDITIONS: VERY GOOD
 JOB REFERENCE: BTTC 07 2017

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 INSPECTION FREQUENCY: PERIOD (IN YEARS) TO NEXT INSPECTION BY COMPETENT PERSON

APPENDIX 2: INDIVIDUAL TREE RISK SURVEY

MILL MARSH PARK													
BOVEY TRACEY TOWN COUNCIL													
VTA ASSESSMENT OF SIGNIFICANT TREES GROWING WITHIN THE BOUNDARIES OF THE SITE LISTED ABOVE													
TREE NO.	SPECIES	AGE RANGE	HEIGHT (M)	CROWN SPREAD	STEM DIA. (MM)	VITALITY	COMMENTS	MANAGEMENT	TARGET RANGE	SIZE RANGE	PROB RANGE	RISK INDEX	INSPECTION FREQUENCY
C1	MIXED - OAK, BIRCH, BEECH, ALDER, SCOTS PINE, HORNBEAM	M	UP TO 28	18	UP TO 2000	G	<ul style="list-style-type: none"> VETERAN OAKS WITH PREVIOUS TREE WORK CARRIED OUT LEANING IN TO PARK. WOODED AREA OF COPPICE ALDER ON LEAT BOUNDARY. SEMI MATURE AND EARLY MATURE BIRCH AND BEECH 	<ul style="list-style-type: none"> NONE 	4	1	4	>M	2
C2	MIXED - CHERRY, WHITE POPLAR, BLACK POPLAR, LOMBARDY POPLAR, NOTHOFAGUS, OAK, ALDER	M	UP TO 30	UP TO 19	AVE. 650	G	<ul style="list-style-type: none"> MIXED POPLARS AND SOUTHERN BEECH, ALDERS AND OAK ON RIVERSIDE. 	<ul style="list-style-type: none"> NONE 	2	1	6	>M	2
OLD TAG 0018	BLACK POPLAR	M	23	17	1050	P	<ul style="list-style-type: none"> BASAL DECAY AND CAMBIUM DYSFUNCTION. STRESS FRACTURES AND BLEEDING RESIDUE AT CROWN BREAK AT APPROX. 2 M FROM GROUND LEVEL. RISK OF LIMB FAILURE HIGH. 	<ul style="list-style-type: none"> POLLARD AT CROWN BREAK (2M FROM GROUND LEVEL) OR FELL. 	2	1	3	4K	2
C3	MIXED - OAK, ASH, SYCAMORE, ALDER, LOMBARDY POPLAR, BALSAM POPLAR, SWEET CHESTNUT, AESCULUS, CHERRY, LIME, MEXICAN WHITE PINE, BOX LEAVED ELDER, RED MAPLE.	M	UP TO 30	UP TO 19	AVE. 650	G	<ul style="list-style-type: none"> ROOT AREAS GENERALLY UNDERMINED WHERE TREES ARE GROWING NEXT TO RIVER. DEADWOOD THROUGHOUT CROWNS. SOME DEAD/ DYING TREES OVERHANGING RIVER ARE LOW RISK. DEAD ROWAN TREE BY PLAY PARK. 	<ul style="list-style-type: none"> FELL DEAD ROWAN BY PLAY PARK. 	2	1	6	>M	2

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 INSPECTION FREQUENCY: PERIOD (IN YEARS) TO NEXT INSPECTION BY COMPETENT PERSON

APPENDIX 2: INDIVIDUAL TREE RISK SURVEY

SITE: ALLOTMENTS												
CLIENT: BOVEY TRACEY TOWN COUNCIL												
BRIEF: VTA ASSESSMENT OF SIGNIFICANT TREES GROWING WITHIN THE BOUNDARIES OF THE SITE LISTED ABOVE												
SURVEYOR: AK												
ASSESSMENT DATE: 10/07/17												
VIEWING CONDITIONS: GOOD												
JOB REFERENCE: BTTC 07 2017												
MANAGEMENT												
TREE NO.	SPECIES	AGE RANGE	HEIGHT (M)	CROWN SPREAD	STEM DIA. (MM)	VITALITY	COMMENTS	TARGET RANGE	SIZE RANGE	PROB RANGE	RISK INDEX	INSPECTION FREQUENCY
T0986	WYCH ELM	SM	9	6	310	D	<ul style="list-style-type: none"> DEAD HEDGEROW SPECIMEN BOUNDARY OVERHANGING PLOT 19B LIKELY TO FALL ON ALLOTMENT PLOT 	4	3	4	<1M	2
C1	MIXED - ELM, OAK, HAZEL, HOLLY	SM	UP TO 15	UP TO 10	Ave. 400	G	<ul style="list-style-type: none"> DEAD ELM HEDGEROW OAKS ALONG BOUNDARY ONCE COPPICED. 	4	3	4	>1M	2
C2	ASH, OAK, SYCAMORE AND HOLLY	M	28	UP TO 17	Ave. 750 EST.	G	<ul style="list-style-type: none"> WOODLAND AREA AND FIELD BOUNDARY. OLD LAPSED COPPICED SPECIMENS ON FIELD BOUNDARY. BASE OF TREES IN WOODED AREA LARGELY INACCESSIBLE, WALKBY SURVEY OF CROWN HEALTH CARRIED OUT DUE TO LOW TARGET VALUE. 	5	2	4	<1M	2
T0987	ASH	M	28	15	UP TO 650	F	<ul style="list-style-type: none"> ASH COPPICE WITH LARGE PIECES OF DEADWOOD OVERHANGING PLOT 48 	5	2	4	<1M	2

KEY-

HEADINGS & ABBREVIATIONS

REF: TREE REFERENCE NO.

AGE RANGE:

CROWN SPREAD: MEASURED OR ESTIMATED DIAMETER OF CROWN AT THE WIDEST POINT

STEM DIA: A MEASURE OF PHYSIOLOGICAL CONDITION.

VITALITY: G1= GOOD, M= MODERATE, P= POOR, M = MORIBUND, D= DEAD,

QTRA RISK RATING: RISK OF SIGNIFICANT HARM, 1,000 = RISK INDEX (E.G. RISK INDEX 20 = RISK OF SIGNIFICANT HARM 1 IN 20,000)

INSPECTION FREQUENCY: PERIOD (IN YEARS) TO NEXT INSPECTION BY COMPETENT PERSON

AK/176/230717

Dartforest Tree Works is the trading name of Dartforest Tree Works Ltd

Registered Office: 2 Bridge Farm Offices, Harberton, Totnes, Devon, TQ9 7PP. Registered Company Number: 9378748

APPENDIX 3: INDIVIDUAL TREE RISK SURVEY

SITE: OPEN SPACE ADJACENT TO ST CATHERINES SCHOOL
CLIENT: BOVEY TRACEY TOWN COUNCIL
BRIEF: VTA ASSESSMENT OF SIGNIFICANT TREES GROWING WITHIN THE BOUNDARIES OF THE SITE LISTED ABOVE

SURVEYOR: AK
ASSESSMENT DATE: 10/07/17
VIEWING CONDITIONS: GOOD
JOB REFERENCE: BTTC 07 2017



TREE NO.	SPECIES	AGE RANGE	HEIGHT (M)	CROWN SPREAD	STEM DIA. (MM)	VITALITY	COMMENTS	TARGET RANGE	SIZE RANGE	PROB RANGE	RISK INDEX	INSPECTION FREQUENCY
0988	BIRCH	EM	12	5	300	D	* TWIN STEM, DEAD SPECIMEN	3	2	2	10K	2

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INSPECTION FREQUENCY: PERIOD (IN YEARS) TO NEXT INSPECTION BY COMPETENT PERSON

APPENDIX 3: INDIVIDUAL TREE RISK SURVEY

SITE:		CEMETERY		SURVEYOR:		AK		dartforest tree works					
CLIENT:		BOVEY TRACEY TOWN COUNCIL		ASSESSMENT DATE:		10/07/17							
BRIEF:		VTA ASSESSMENT OF SIGNIFICANT TREES GROWING WITHIN THE BOUNDARIES OF THE SITE LISTED ABOVE		VIEWING CONDITIONS:		GOOD							
				JOB REFERENCE:		BTTC 07 2017							
TREE NO.	SPECIES	AGE RANGE	HEIGHT (M)	CROWN SPREAD	STEM DIA. (MM)	VITALITY	COMMENTS	MANAGEMENT	TARGET RANGE	SIZE RANGE	PROB RANGE	RISK INDEX	INSPECTION FREQUENCY
C1	MIXED - HORNBEAM, OAK AND ASH	AVE. Y	UP TO 15	UP TO 10	AVE. 125	G	<ul style="list-style-type: none"> AVENUE OF YOUNG PLANTED HORNBEAM WHICH ARE NOW ENCRoACHING ONTO FOOTPATHS AND SEATING AREAS. ELDER FALLEN OUT OF HEDGE ON TO GRAVESTONE. DEAD BRANCH ON OAK OVERHANGING GRAVESTONES 	<ul style="list-style-type: none"> FORMATIVE PRUNE HORNBEAM AVENUE TO ALLOW FOR APPROX. 2 METRES CLEARANCE FROM GROUND OVER FOOTPATHS AND CUT BACK ENCRoACHING BRANCHES FROM GRAVESTONES AND BENCHES. FELL FALLEN ELDER REMOVE LARGE DEAD BRANCH ON OAK 	4	3	5	100	2

KEY:

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STEM DIA: STEM DIAMETER MEASURED AT A HEIGHT OF APPROXIMATELY 1.3 METRES

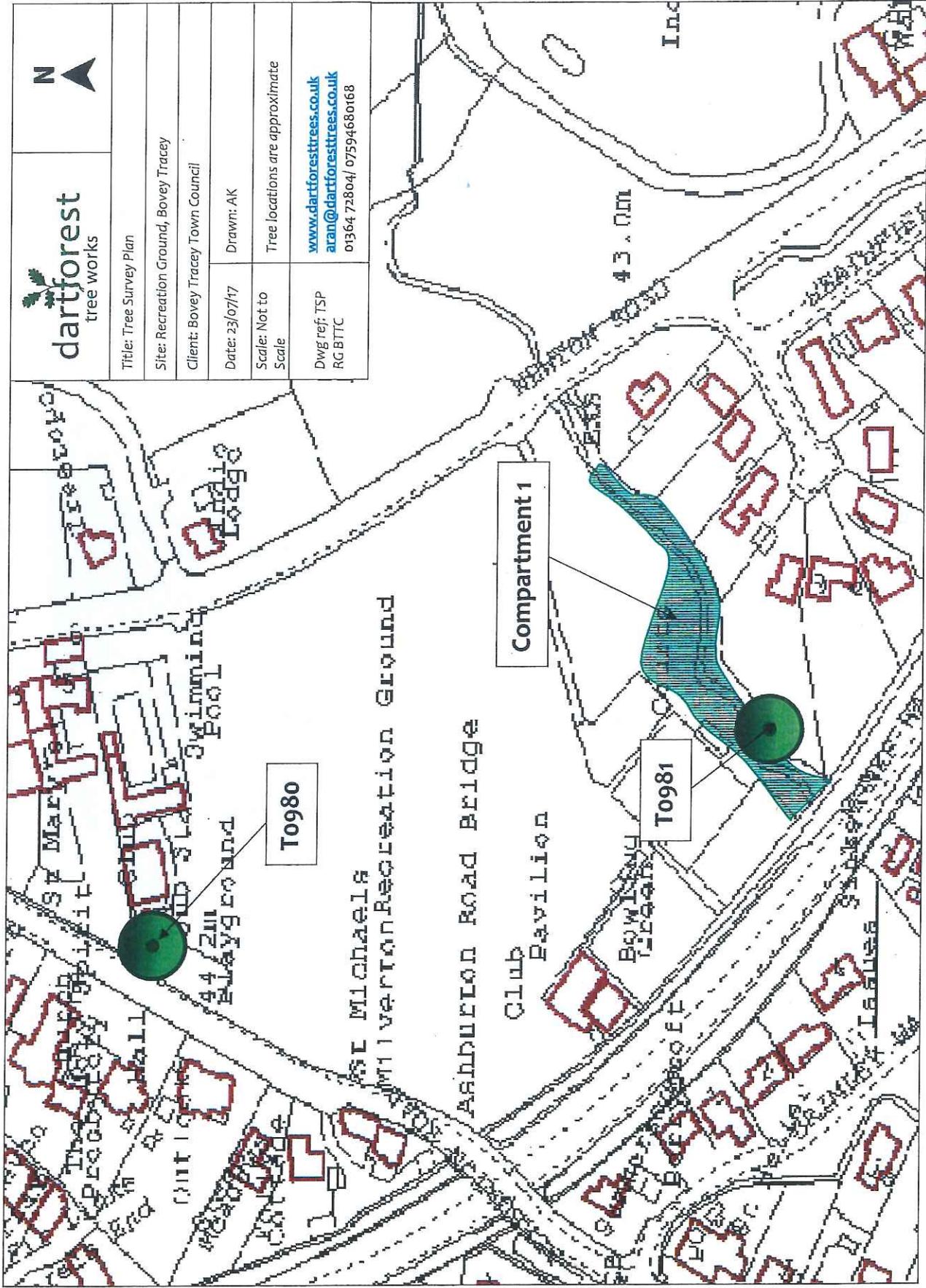
VITALITY: A MEASURE OF PHYSIOLOGICAL CONDITION.

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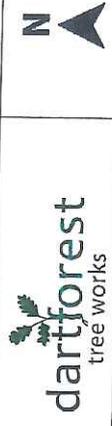
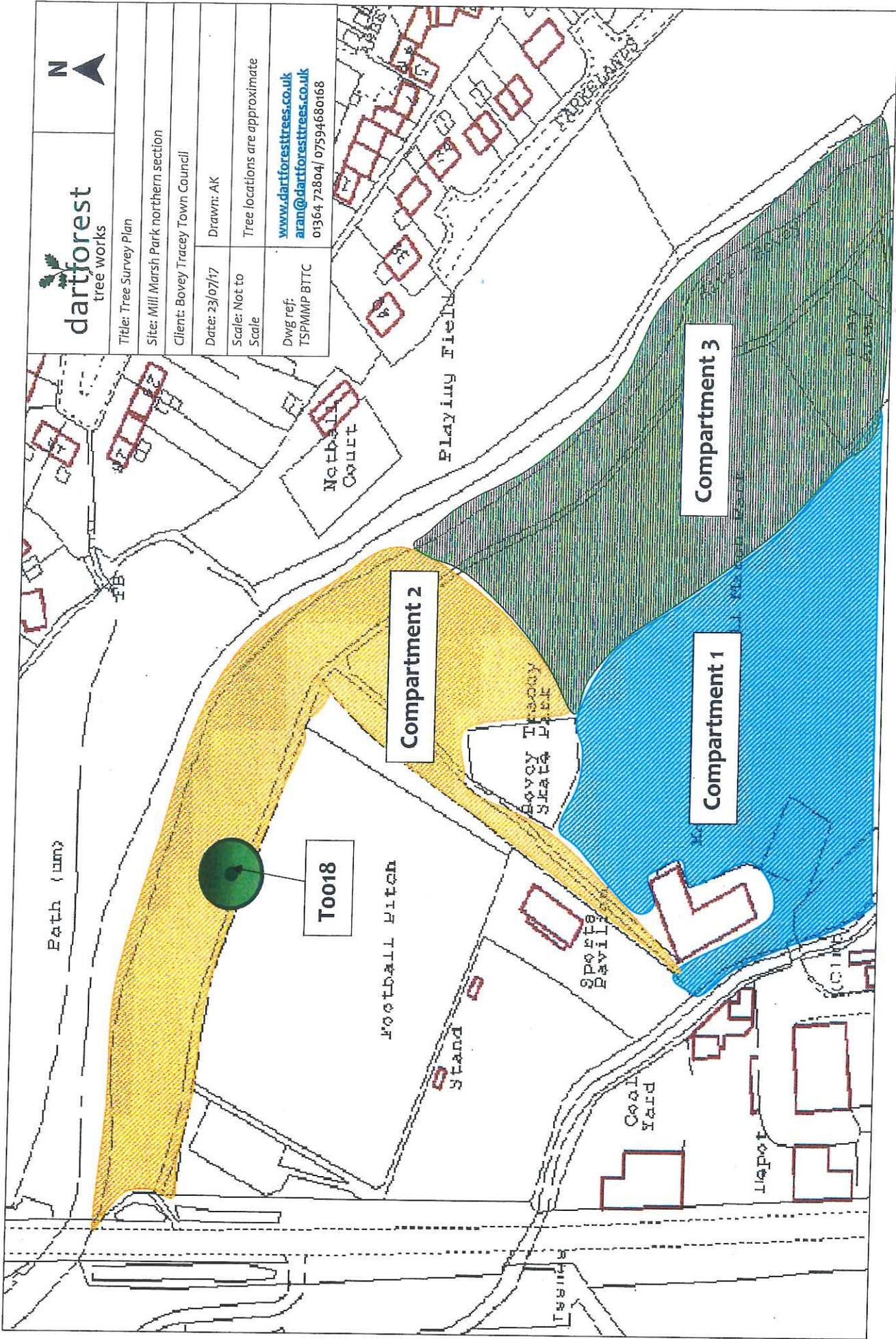
RISK OF SIGNIFICANT HARM, 1,000 = RISK INDEX (E.G. RISK INDEX 20 = RISK OF SIGNIFICANT HARM 1 IN 20,000)

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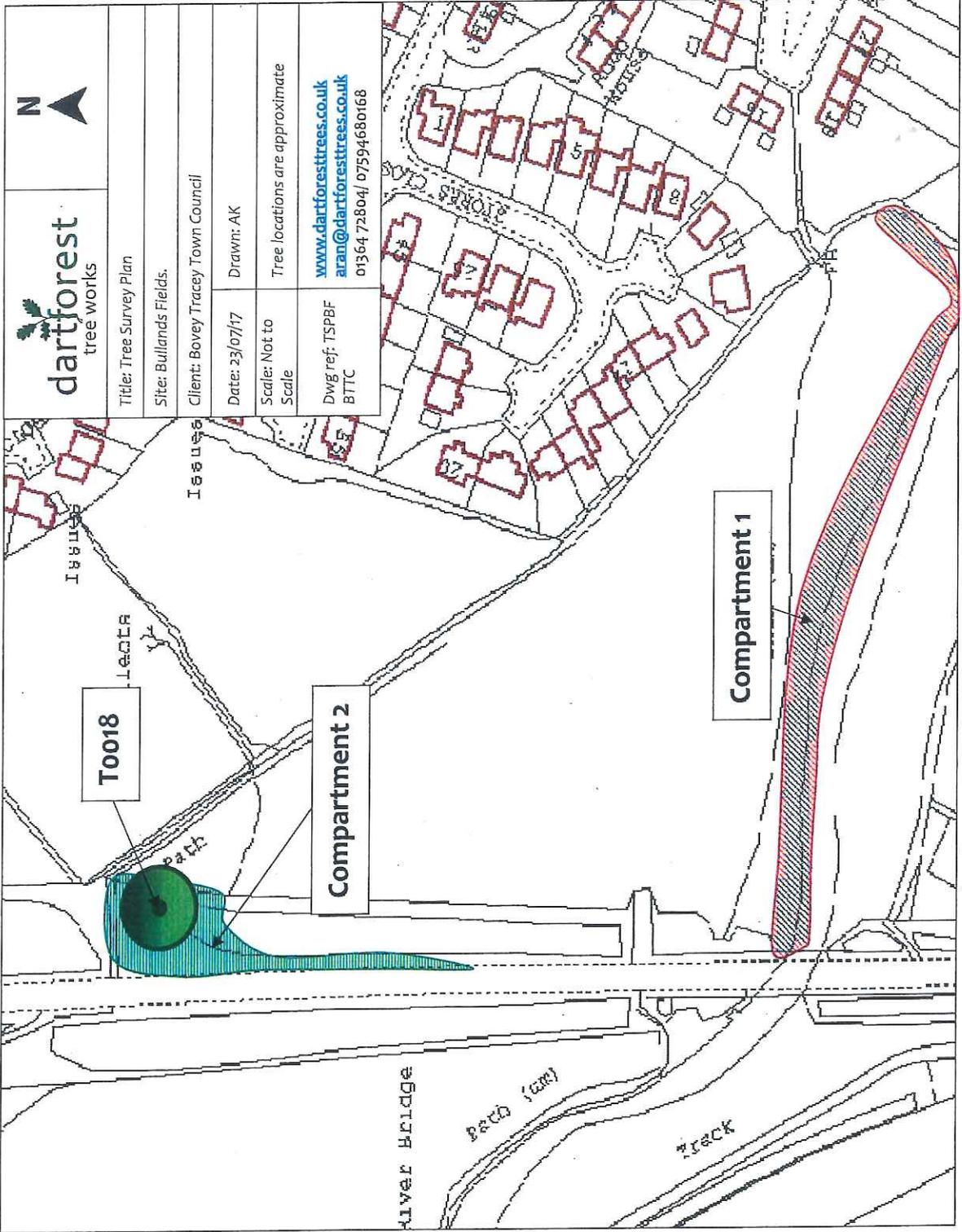
Appendix 2: Site Map and Tree Location



Title: Tree Survey Plan			
Site: Recreation Ground, Bovey Tracey			
Client: Bovey Tracey Town Council			
Date: 23/07/17	Drawn: AK		
Scale: Not to Scale	Tree locations are approximate		
DWG ref: TSP RG BITC	www.dartforesttrees.co.uk aran@dartforesttrees.co.uk 01364 72804 / 07594680168		



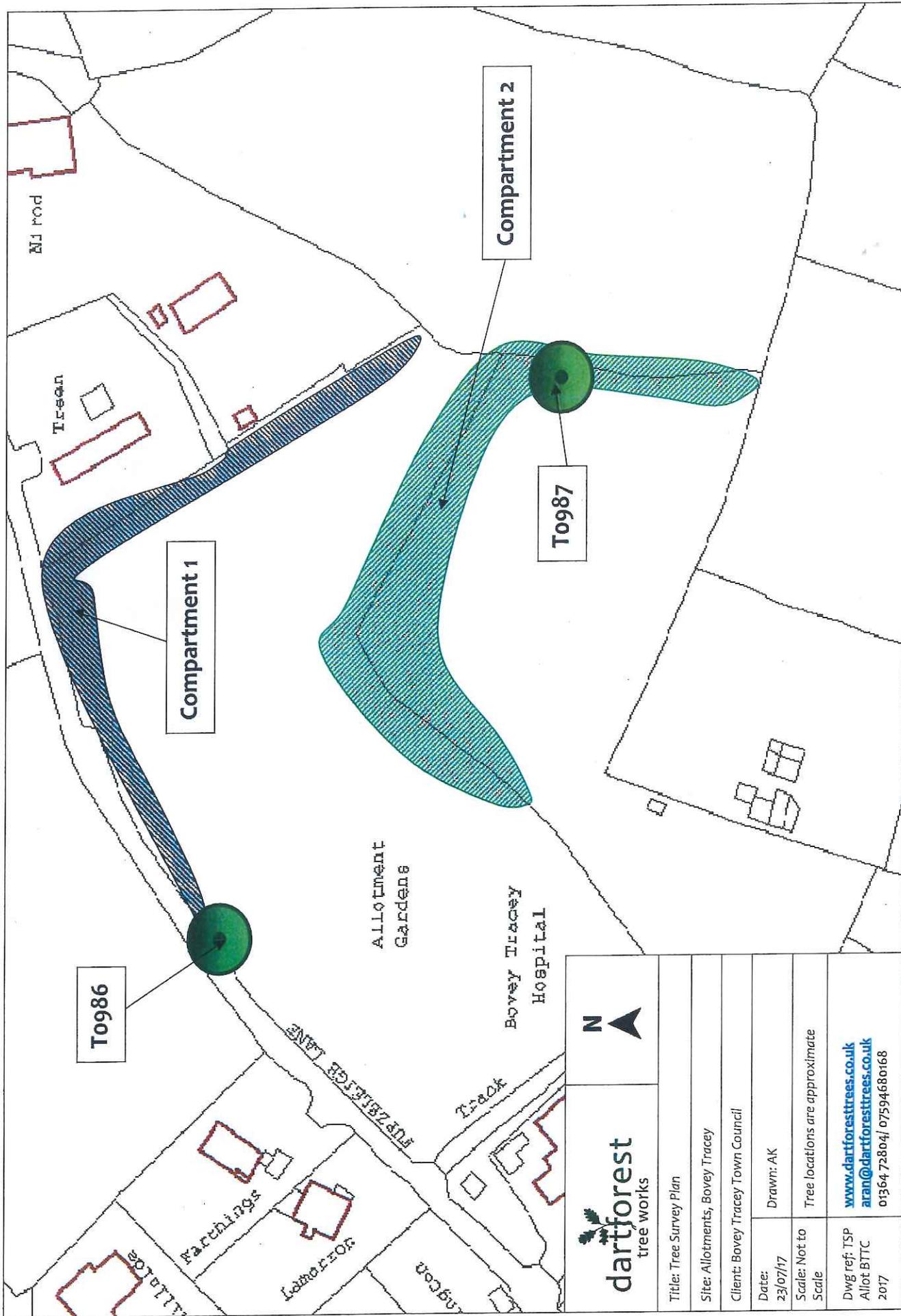
Title: Tree Survey Plan	
Site: Mill Marsh Park northern section	
Client: Bovey Tracey Town Council	
Date: 23/07/17	Drawn: AK
Scale: Not to Scale	Tree locations are approximate
Dwg ref: TSPMMP BITC	www.dartforesttrees.co.uk aran@dartforesttrees.co.uk 01364 72804 / 07594680168



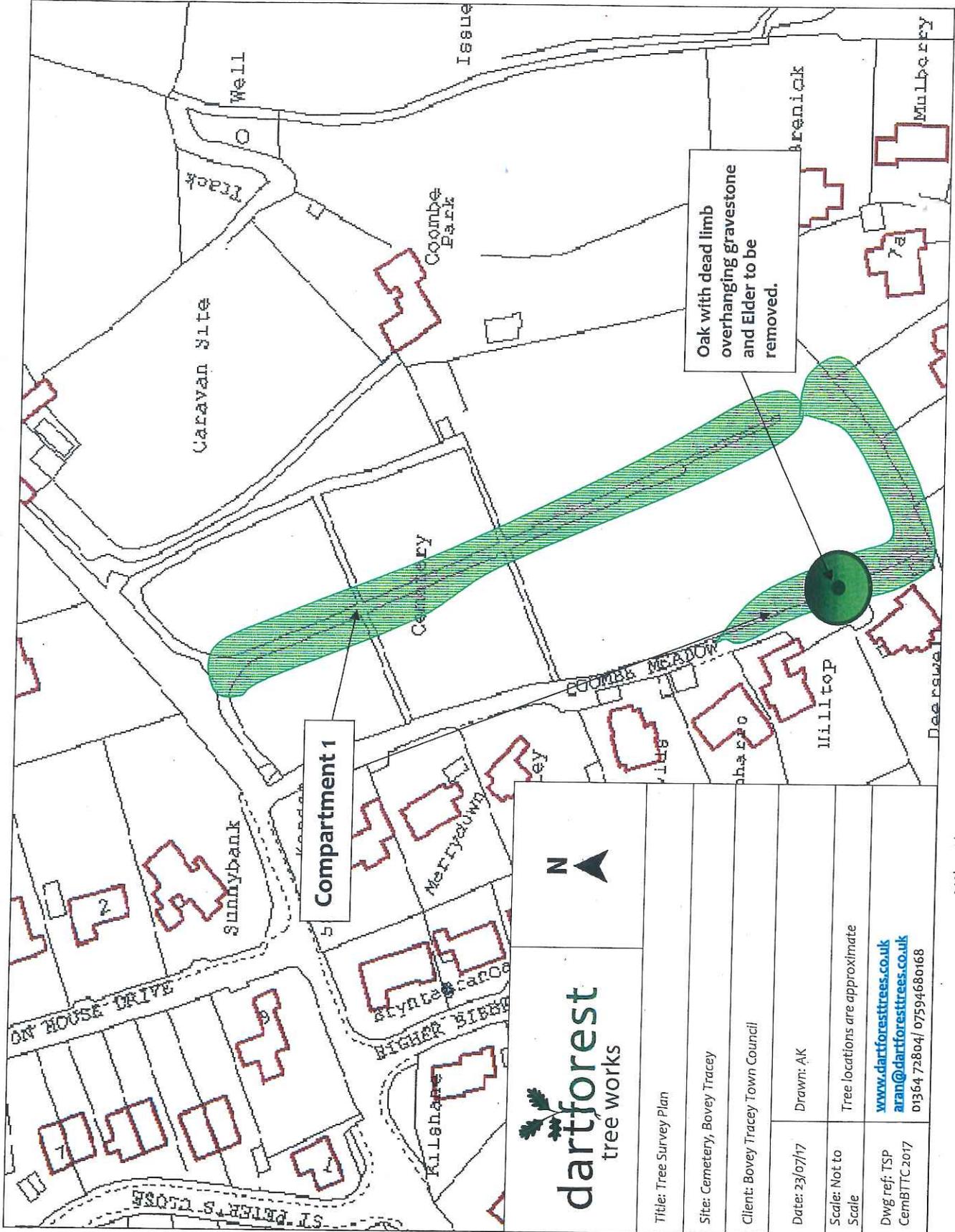


- BTTC Land south of Le Mollay-Littry Way
- Large mature and post mature Oaks on road frontage, low risk.
- Natural regeneration particularly with Oak throughout site.
- Wildflower meadow with most parts being inaccessible in the summer months, low target value.

<p>Title: Tree Survey Plan</p>	
<p>Site: Open Space (The Oaks) and Land south of Le Mollay-Littry Way.</p>	
<p>Client: Bovey Tracey Town Council</p>	
Date: 23/07/17	Drawn: AK
Scale: Not to Scale	Tree locations are approximate
<p>Dwg ref: TSPTO LS BTTC 2017</p>	
<p>www.dartforesttrees.co.uk aran@dartforesttrees.co.uk 01364 72804 / 07594680168</p>	



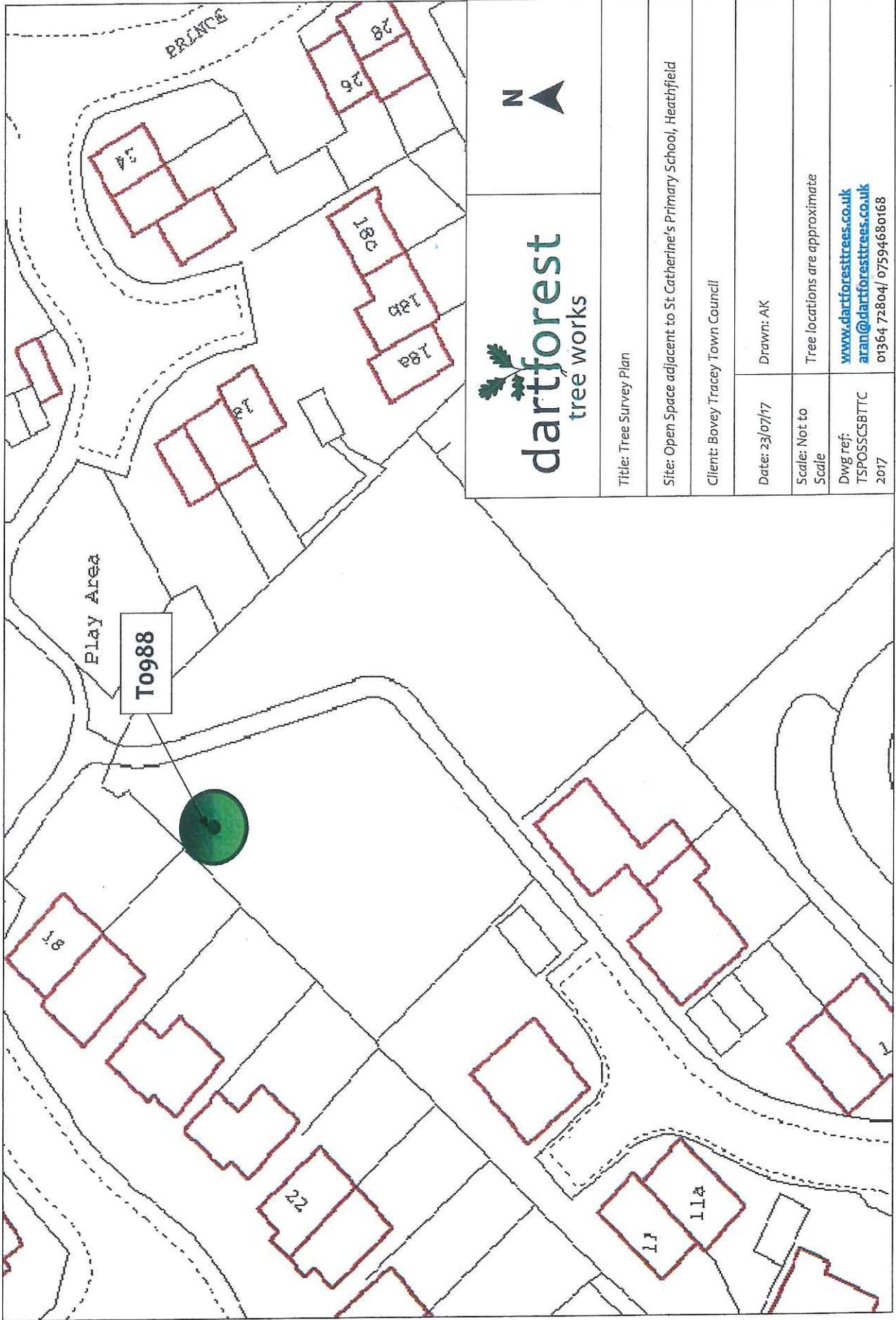
			
Title: Tree Survey Plan			
Site: Allotments, Bovey Tracey			
Client: Bovey Tracey Town Council			
Date:	23/07/17	Drawn:	AK
Scale:	Not to Scale	Tree locations are approximate	
Dwg ref:	TSP Allot BTTC 2017	www.dartforesttrees.co.uk aran@dartforesttrees.co.uk 01364 72804 07594680168	



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REGENERATION COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER ON
THURSDAY 7TH SEPTEMBER 2017 @ 6.00PM

Present:

Cllr R Bray
Cllr E Kelly
Cllr S Leigh
Mr M Wells - Town Clerk
Mr J Clevett - Wildmoor Deli
Mr M Lacey - Dartmoor Gallery
Miss E Steer - Devon Guild of Craftsmen & Bovey Tracey Information Centre

The meeting was chaired by Cllr Kelly.

1. Apologies for absence:

Cllr Avril Kerswell (Town Mayor)
Cllr David Elphick
Cllr Martyn Evans
Mrs Joyce Mason - Spin a Yarn (Retiring therefore stepping down from this Committee)

2. Minutes of Previous Meeting

The Town Clerk highlighted key actions from the previous meeting:

i) Meet with John Fewings, the newly appointed Neighbourhood Highways Manager (NHM) at DCC

Cllr Kelly updated the committee on discussions with the NHM. Although the NHM has a dislike for one-way systems, it is recognised that there can be benefits to such systems. The NHM highlighted that it's not insignificant the amount of work required and the costs could be in excess of £750,000 to implement, if the scheme receives the go-ahead.

ii) Obtain revised plans from the Traffic Consultant following the Consultation exercise

The Town Clerk circulated copies of the revised Plan (Option 5) drafted by the Traffic Consultant. This item is tabled for discussion on the agenda.

iii) Follow-up meeting with Stagecoach to discuss revised plans
Feedback from the meeting with Stagecoach representatives will be discussed later in the agenda when the revised option 5 plan is discussed.

iv) Car Parking at the Riverside Co-operative Store

The Town Clerk highlighted the recent changes implemented by the Cooperative store which now provides 1-hour restricted parking. Erica explained that the parking enforcement is monitored by the same service providers that undertake cash collections at Station Road Car Park.

3. Traffic Flow - Revised Option

Cllr Kelly discussed the revised option (plan 5) drafted in response to the feedback from the consultation exercise.

Initially, the feedback from a meeting with the Commercial Manager & Commercial Director of Stagecoach suggests that they are broadly supportive to making a change to their existing routes to support the implementation of a one-way scheme. Currently, they provide 3 x No. 39 route services to Bovey Tracey (Newton Abbot to Exeter, Exeter to Newton Abbot and Newton Abbot to Bovey & Return). Stagecoach preferred the option that the Newton Abbot route continues to run up through the town and back to Newton Abbot looping along Le Molay-Littry Way. The Exeter to Newton Abbot route and Newton Abbot to Exeter route may divert to run along Le Molay-Littry Way, utilising the existing bus stops rather than drive through the town. This is the preferred options from Stagecoach if the scheme goes ahead.

The remaining issues may relate to the larger delivery vehicles to business premises. The committee discussed the deliveries and recommend that the Draft Traffic Management Plan limits delivery times to specific times of the day.

The issue of a vehicle weight restriction in East Street was raised. In addition, the narrowness of Mary Street caused by unrestricted on-street parking may require subsequent consideration. A discussion took place around various parking scheme options for Mary Street. Cllr Kelly suggested that any schemes such as 'Residents Parking' need to be self-financing.

Mark Lacey raised an issue about the enforcement of on-street parking in Fore Street and the current issues. The Town Clerk explained that a meeting has been requested with DCC Officers/Members to obtain clarification on parking enforcement policies for the area.

The revised option was agreed by the committee in principle. Cllr Leigh suggested that further changes were required to Union Square to provide the previously raised shared/pedestrian/seating area.

The Town Clerk suggested undertaking the discussed amends and incorporating the revised option into the Draft Traffic Management Plan. It was then suggested that the plan was informally submitted to the Neighbourhood Highways Manager/County Councillor for informal feedback and to ascertain what level of detail is required before initially presenting formally to the Town Council for consideration. It was also suggested to find out how long could the process take, how it is costed/funded and seek clarification on the process for delivering and considering changes.

4. Town Centre Map

The Town Clerk explained that following a meeting of the Information Centre Trustees, Erica Steer would like to discuss the possibilities of an improved Town Map.

Erica presented an example from Ashburton Chamber of Trade. This map was well supported by the Committee members and Jeremy agreed to raise this with 'Bovey Means Business' as business funding would be required to design and print something of this quality.

Jeremy explained that the 'Bovey Means Business' group is an informal network to discuss how to raise the profile of businesses. Flyers are being created individually for businesses and these will be house dropped.

Erica agreed to pursue a separate offer from Wemakemaps.com who design and print maps for towns. It was suggested that any map needs to expand to include outlying areas, not just the town centre itself. Erica explained that the company seek advertising to pay for the maps and sometimes a surplus can be given as a contribution. It was agreed to also find out about social media and other online usage of the map and potential inclusion in the Town Guide.

It was also suggested that the Bovey Futures Digital Display units could be a good way of promoting the map(s).

5. Agenda Items for Next Meeting

Cllr Steven Leigh requested clarification on the 3 main projects that the Regeneration Group were initially progressing. The Town Website had been delivered and the Traffic Flow was currently ongoing. The third project was to look at the creation of a Town Centre Manager post. The Town Clerk explained that the District Council were originally coordinating this proposal and had applied for GDLeaf funding for a peripatetic Town Centre Manager Post. The proposal was well supported by neighbouring parishes/towns, but the funding criteria would not fund the direct salary of a post. It was agreed that the Town Clerk would revisit other options with the Economic Development Officer at Teignbridge and report back.

6. AOB

Mark Lacey reported that he was concerned that there were a number of businesses moving out of their current premises in the Town. The Town Clerk explained that the Local Plan should help to support these premises being retained as business premises. There are a number of events arranged in and around the town that help to support and increase footfall - lowering rents and rates are the only thing that will help businesses financially.

Meeting closed. 7.02pm.

Date of the next meeting: TBC.

Bovey Tracey Town Council

From: Lynn Carpenter <Lynn.Carpenter@Teignbridge.gov.uk>
Sent: 21 July 2017 13:03
To: 'info@boveytracey.gov.uk'
Subject: Response to your recent enquiry

Sensitivity: Confidential

Dear Mr Wells

Reference: 17/01555/PE HM/lcc
Location: BOVEY TRACEY - Skate Park Mill Marsh Park, Station Road
Proposal: Proposed Columns And Floodlights
Applicant: Mr M Wells

I refer to the above and your enquiry.

The proposed flood lights for the skate park would require the submission of a planning application. As you will be aware we had consulted our ecologist and environmental health team due to residential and ecological sensitivities within the area. The comments we have received back do not preclude you from exploring flood lights in this area however in both cases consultees have indicated that there would be scope for an inappropriately designed lighting scheme to have a detrimental impact on residential amenity as well as on protected species of bat.

Any such application that you decide to submit will therefore need to clearly detail the nature of the lighting proposed including specific measures which may be adopted to control the spread of light glare, clear details of the period of time the lighting will be used for and intensity of the illumination proposed. Our environmental health officers have advised that the lighting columns should be situated so that they all face towards the nearby Bovey Tracey AFC and Moretonhampstead Road and not towards Cromwell Way and Parkelands. This however may see lighting being angled towards more sensitive locations for bats and as such any future application will need to be supported by a light modelling assessment, ideally which shows light level contours at 2m intervals, as measured at 1.5m height (i.e. typical bat flight height, not at ground level) and the contour position at which 0.5 Lux is reached. As a guide, an acceptable light level for bats is that light spill is no higher than 0.5 Lux at a position 5m from the face of any bat flight commuting feature (such as a hedge or watercourse). The lighting modelling assessment would also need to consider existing light spill levels i.e. from any pre-existing sports pitches or lit facilities in the surrounding area, in order to account for cumulative in-combination impacts.

You should be aware that any such application will require the need for an appropriate assessment of likely significant affect to be undertaken and this can take time as it involves consultation with Natural England. Providing it is considered that there is no detriment to neighbouring amenity and no unacceptable light spill onto bat flight sensitive areas it is likely that permission would be granted.

You may also need building regulations and you are advised to contact our Building Control Department on 01626 215793 for advice on Building Regulations before starting any works.

You can apply for planning permission online or print an application form at www.teignbridge.gov.uk/planningapply. Please submit clear drawings and the correct fee with your completed application form. Please take some time to read the [Planning Validation Guide](#) / [Planning](#)

Validation Guide – Householder applications to ensure you submit your application with all the required information.

This advice is based upon the information you have given and is not a formal decision of the Council.

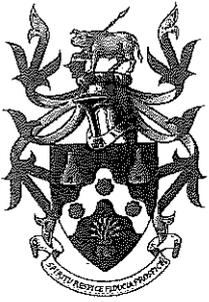
Yours sincerely

Lynn Carpenter
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Save time and do it online www.teignbridge.gov.uk

Email disclaimer

Teignbridge: Highly Commended 'Outstanding Strategic Local Authority of the Year' - UK Housing Awards 2017



BOVEY TRACEY TOWN COUNCIL

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Office hours: 10.30am - 12.30pm Mon. Wed. & Fri.

10th October 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Planning Committee which will be held in the Council Chamber, Town Hall, Bovey Tracey on Monday 16th October 2017 at 8pm (approx.) following the Recreation, Parks & Property Committee meeting 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.

Previous Minutes:

Approved minutes of the previous meeting are available on the Town Council's website (www.boveytracey.gov.uk) for inspection. If a paper copy is required, these can be collected, on request, from the Town Council's offices during office hours, prior to the meeting.

PL.17/69 Apologies for absence:

**Public Participation:

The Committee, at the Chairman's discretion, sets aside a short period of time at the commencement of the meeting when the public can ask questions or make statements regarding agenda items.

PL.17/70 Consideration of Planning Applications:

DNPA Applications listed to 22.9.17:

- a) 0472/17 Installation of two timber framed interpretation boards at land at Pullabrook and Houndtor Woods for Woodland Trust.

TDC Applications listed to 29.9.17:

- b) 17/02230/FUL Permanent dwelling for rural worker at Moorwood for Mr & Mrs Bayles.

DNPA Applications listed to 29.9.17: None

TDC Applications listed to 6.10.17:

- c) 17/02114/FUL & 17/02115/LBC Replacement noticeboard at Town Hall, Town Hall Place for Mr M Wells, Bovey Tracey Town Council.
- d) 17/02393/FUL New community noticeboard at Fountain Court, Fore Street for Mr M Wells, Bovey Tracey Town Council.
- e) 17/02417/TPO Fell, prune and coppice a number of trees in area A2 as detailed in submitted tree report and plan at Blenheim, Brimley Road for Shaun Wright, S & W Enterprises Ltd.
- f) 17/01656/OUT (Amended description) Conversion of existing barn to a single dwelling house and up to three additional dwellings at Dixons Yard, Pottery Road for Mrs M Wakefield.

PL.17/71 Planning Decisions:

Approvals:

a) TDC:

- i) Single storey rear extension to replace existing external covered area at 48 East Street. (N/O)
- ii) Pruning of trees as itemised on submitted list at 7 Redwoods. (Referred))

The Town Council's submitted observations: No objections - N/O. Objection - 0.

PL.17/72 Neighbourhood Development Plan (NDP) Working Group:

To receive and note the draft minutes (**copies enclosed*) of the NDP Working Group meetings of 25th September and 3rd October 2017.

PL.17/73 Review of Local Plan for Dartmoor:

To receive Newsletter #1 (**copy enclosed*) from the Forward Planning Manager for Dartmoor National Park in relation to a review of the Local Plan for Dartmoor and consider action as appropriate.

PL.17/74 General Planning Matters brought forward by Councillors:

(For information only).

SIGNED
M WELLS
TOWN CLERK



DATE 11/10/17

NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY
HELD IN THE COUNCIL CHAMBER ON MONDAY 25TH SEPTEMBER 2017 AT 7.00PM

Present:

Cllr Mrs Jan Blair (Chair)
Cllr Martyn Evans
Cllr Eoghan Kelly
Cllr Steven Leigh

The meeting was chaired by Cllr Mrs Blair.

1. **Apologies for absence:**

None received.

2. **Minutes of Previous Meeting**

The previous minutes of the meeting of 21st September were approved as a correct record of the meeting.

3. **Project Planner**

The group confirmed which of the early stages had already been completed and proposed likely targets for achieving next steps and beyond.

4. **Grant Funding**

The group agreed where expenditure would most likely be needed over the next few months, with estimated costs.

5. **Bovey Futures**

A response to the proposal by Bovey Futures to host their own public information/data gathering event was considered. It was considered to be premature and that prior to the establishment of a Steering Group, it would be appropriate that the timing and content of such meetings to be determined by the Council.

6. **Notes & Actions**

- i) Cllr Eoghan Kelly to complete outstanding work on Project Planner and Grant Application.
- ii) Cllr Janet Blair to respond to Tom Wilson of Bovey Futures.

7. **AOB**

None raised.

8. **Date of Next Meeting**

TBC.

NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY
HELD AT THE BELL INN ON TUESDAY 3RD OCTOBER 2017 AT 6.00PM

Present:

Cllr Mrs Jan Blair (Chair)
Cllr Martyn Evans
Cllr Eoghan Kelly
Cllr Steven Leigh

The meeting was chaired by Cllr Mrs Blair.

1. **Apologies for absence:**

None received.

2. **Minutes of Previous Meeting**

The minutes of the previous meeting were not discussed.

3. **Creation of a Neighbourhood Development Plan Steering Group**

Following approval by the Town Council's Planning Committee of the proposed Terms of Reference, the group met at the first available opportunity to consider the creation of the Steering Group, in particular how to engage the local community.

Various strategies were considered, such as a direct approach to organisations/individuals, holding an event day etc. Consensus was that a speedy, inclusive approach was needed.

It was decided to develop and produce an advertising leaflet that would provide information and invite engagement. This will be displayed on notice boards, online, in windows and waiting rooms etc across the whole of the designated area and in the local press. Copies will be made available in multiple outlets for residents to take away, study, and if able, to register an interest to serve on either the Steering Group or a 'Task and Complete' Group.

Once data is gathered (target: last week in October) we will ask those interested in serving on the Steering Group to complete a more detailed document outlining their skills and interests. In the event of a surplus to requirements this information can be used to recruit a balanced representation across the community.

3. **Notes & Actions**

- i) Cllr Martyn Evans to draft a leaflet along the lines of the discussion.
- ii) Cllr Steven Leigh to prepare a document for potential Steering Group volunteers to complete
- iii) Cllr Eoghan Kelly to sound out potential sites for leaflet display/pick-up.
- iv) Cllr Jan Blair to provide additional support where needed.

4. **AOB**

None raised.

5. **Date of Next Meeting**

TBC.

DRAFT



DARTMOOR LOCAL PLAN

guiding planning applications in Dartmoor National Park

What is the Local Plan?

The Local Plan includes policies which set out what type of development is and isn't acceptable in the National Park. The Local Plan is our first consideration when we make a decision on a planning application and its policies are likely to affect you, your community, the businesses you use and land in your area. It covers a range of topics, such as new houses, extensions, listed buildings, wildlife, agricultural buildings, business units, and quarries.



Newsletter #1

October 2017

The Local Plan Review

The local plan must be kept up to date. A lot has changed since we adopted our current local plan and we are now going through the process of reviewing it.

What stage have we reached?

We completed an Issues Consultation in winter 2016/17. The aim of this was to identify all of the things you thought the Plan should cover, and the main changes needed. You can find a report of this consultation [here](#).

Evidence must form the foundation of the policies in the Plan, but we recognise there is a lot of it, and it can be long and technical. We have written a 'quick guide' to signpost you to the evidence we will be publishing, and summarise what it will do.

We welcome feedback on the reports and evidence we have published so far. This is not formal consultation, but you are welcome to send us your thoughts and we will take those on board. At this point we have published:

- [Landscape Character Assessment and Landscape Sensitivity Assessment](#)
- [A Topic Paper on the Historic Environment](#)
- [A Topic Paper on Design and the Built Environment](#)
- [A Topic Paper on the Natural Environment](#)
- [Environmental Report – Scoping](#)
- [Land Availability Assessment Report](#)
- [A Topic Paper on Minerals and Waste Development](#)

What about new development sites in towns and villages?

The new local plan will include land for future housing or employment, to meet the needs of communities in the National Park. The [Land Availability Assessment](#) has now been completed. This gives us a long list of sites which in technical terms **could** be developed. We are now starting to talk with communities about which of these sites in your area **should** be developed. We have written a ['housing sites quick guide'](#) to help explain this process. Through the autumn we will be attending the following evening meetings with Parish and Town Councils, and encourage you to come along. Please see our website, your parish/town council's website or social media for more details.

Moretonhampstead	Moretonhampstead Parish Hall 17 October at 7pm
Buckfastleigh	Buckfastleigh Town Hall 1 November at 7pm
South Brent	Old School Centre 13 November at 7.30pm
Ashburton	Ashburton Town Hall 14 November at 7.45pm
Yelverton	Clearbrook Village Hall 21 November at 7.30pm
Princetown	Princetown Community Centre 23 November at 7.30pm
Chagford	Endecott House 27 November at 7.30pm
Horrabridge	Horrabridge Village Hall 28 November at 7.30pm

When will we publish a draft Local Plan?

There is a lot of work still to do to reach that point, and currently Government is consulting on national planning policy changes, which could affect what we need to do. Nevertheless we hope to publish a draft Plan for consultation in **Summer 2018**. When it is published there will be at least 6 weeks for you to comment on the draft Plan. You can find out more about what we will be working on between now and then.

How do I find out more?

We are aiming to publish as much information as we can on our website for you to see. We will keep you informed of progress, and opportunities to get involved through newsletters, and our web site.

www.dartmoor.gov.uk/localplan



[@DartmoorPlan](https://twitter.com/DartmoorPlan)



[facebook/DartmoorPlan](https://facebook.com/DartmoorPlan)

Contact us direct at forwardplanning@dartmoor.gov.uk or on 01626 832093.