

MARK

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.

7th November 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 14th November 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.16/34. 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.16/35. Minutes:

To confirm the Minutes of the Town Council meeting held on 19.9.16 (*copy enclosed).

FC.16/36. Recreation, Parks & Property (RP&P) Committee:

To receive the Report of the meeting held on 17.10.16 (*copy enclosed).

FC.16/37. Finance, Resources & General Purposes (FR&GP) Committee:

To receive the Report of the meeting held on 31.10.16, the Financial Statement dated 31.10.16 and the Accounts paid up to 28.10.16(*copies enclosed).

FC.16/38. Planning Committee:

To receive the Reports of the meetings held on 3.10.16, 17.10.16 & 31.10.16 (*copies enclosed).

FC.16/39. The Town Mayor's Interests:

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

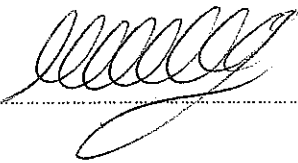
***A short adjournment will take place to allow for questions, reports and representations by members present: from the County, District and Town Councillors (maximum 20 minutes).*

FC.16/40. Re-shaping Community Health Services in South Devon & Torbay:

Following item FR&GP.16/79, to consider and decide an action to formulate a response to the current consultation. Deadline for submission of a response is 23rd November 2016 (*copy of draft enclosed).

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

SIGNED.....



DATE.....

08/11/16

M WELLS
TOWN CLERK

BOVEY TRACEY TOWN COUNCIL MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 19TH SEPTEMBER 2016 AT 7PM

Present:

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

Cllr U Arnold	Cllr D K Elphick
Cllr R J Ashby	Cllr G J Gribble**/*
Cllr Ms J H Blair	Cllr C W Robillard
Cllr R A Bray	

**County Cllr
*District Cllr

In attendance:

Mr M Wells - Town Clerk
Rev. M Styants
PCSO P Wilson
One member of the press
One member of the public

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

FC.16/23. Apologies for absence:

Cllr E Kelly (Leave)
Cllr Mrs A M Klinkenberg* (Unwell)
Cllr S P Leigh (Business commitment)
Cllr Ms C O Richardson (Unwell)
Cllr M Tregoning (Unwell)

**Public Participation Session:

Commenced at 7.27pm and finished at 7.32pm. (*Report attached)

FC.16/24. Minutes:

The Minutes of the Town Council meeting held on 4.7.16 (*copy previously circulated) were confirmed as a true record and were duly signed by the Town Mayor.

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

The Report of the meeting held on 18.7.16 (*copy previously circulated) was received and adopted.
Ref. RP&P.16/65 - Rural Skip Service: Cllr Allen requested the TDC Councillors to relay thanks to the Rural Skip team who provided an excellent service again this year.

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

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 previously circulated) were received and adopted.

FC.16/27. Planning Committee:

The Reports of the meetings held on 18.7.16 & 5.9.16 (*copies previously circulated) were received and adopted.

FC.16/28 Recess Report 2016:

The Report of the business considered during the Recess Period - July & August 2016 (*copy previously circulated) was received and noted.

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

A list of functions and activities attended by the Town Mayor was circulated to all Councillors present and is included in the attached Report.

***A short adjournment took place from 7.32pm to 7.38pm to allow for questions, reports and representations by Members present: from the County, District and Town Councillors (Report attached).*

Cllr Robillard left the meeting at 7.38pm.

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

The Town Mayor provided an update on a project to celebrate the community through bringing people together. He advised that the intention was to hold a one day event in the town centre on Saturday 29th April 2017. The event will include musical performances, maypole and Morris dancing together with local food and other stalls.

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

The Town Mayor appointed the Rev. Kevin Hooke as Chaplain for the ensuing term of office.

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

Consideration was given to the Draft Design Brief (**copy previously circulated*) for the proposed Community Centre, pending confirmation as to an agreed procurement process. Following an update from the Town Clerk it was

Resolved:

To adopt the Draft Design Brief.

FC.16/33. Devon Association of Local Councils (DALC) - AGM - 11th October 2016:

Consideration was given to representative attendance at the DALC Conference (**copy of programme previously circulated*) to be brought up to date locally with regard to devolution along with other county topics. Cost - £20.00 per person. It was noted that Cllr Gribble and the Town Clerk will attend. Any Councillors wishing to attend were advised to contact the Town Clerk.

The meeting closed at 7.46pm.

Bovey Tracey Town Council

Report of the questions, reports and representation which took place during the adjournments of the Town Council meeting held on Monday 19th September 2016.

Reports and comments from members of the public:

Mr P Beecher (Residents' Association):

- i) Extended an invitation to all to attend the Residents' Association meeting on 20th September 2016 in the Methodist Hall.
- ii) Referred to the display and meetings held in the library regarding the town traffic plan consultation. He noted that many business owners and residents do not support "no entry" at the lower end of Fore Street.
- iii) Noted the recent NHS CCG meetings regarding the future of the hospital.
- iv) Advised that due to an increase in population in the town, residents are requesting that a large community hall be built on the community land site rather than a development on the Old Thatched Inn site.

The Town Clerk replied:

- ii) Noted that 150-200 responses to the traffic survey have been received.
- iv) Advised that 80% of the respondents to the Community Centre Consultation support the proposals.

PCSO Paul Wilson circulated copies of a report detailing crime figures which had taken place in Bovey Tracey and Heathfield during August. PCSO Wilson responded to enquiries from Councillors. Cllr Elphick reported that commercial vehicles are being parked in Canon Road, Heathfield causing an obstruction to the pavement. PCSO Wilson agreed to investigate.

Rev Mark Styants:

- i) Advised that Rev. Hooke is currently on a sabbatical.
- ii) The united service held in July was very successful
- iii) 70 children attended the Holiday Club.
- iv) Pippa Shemwell is now employed as a youth outreach worker at the Baptist Church along with a new development worker and three part-time interns.
- v) The Baptist Church will host a Christmas Day lunch for those who would otherwise be alone.
- vi) Cllr Robillard congratulated the Christians Together for the good work undertaken and offered to promote services/events in the Bovey Matters.

Reports from County, District and Town Councillors:

DCC, TDC & Cllr Gribble reported on various DCC matters. He advised that work to install bridge at Stewards Wood will take place on 22nd/23rd September and will involve the closure of the A382. He noted that the Tour of Britain Cycle Race had been an excellent event. The Boundary Commission is recommending that Councillor representation on Devon County Council reduces from 62 to 60 with an increase on Teignbridge District Council from 46 to 47.

At TDC he had attended all regular meetings. Locally he had attended a BTAT meeting, Carnival judging, New Park fete and the Nourish event.

District Councillor Mrs Kerswell noted that locally she had attended various events including Carnival events, Tour of Britain, Flower Show, New Park fete, BTAT meeting, Exhibition Foundation Trust meeting, Dartmoor Pony Heritage Trust - calendar launch, CCG consultation meetings. At TDC she had attended regular Overview and Scrutiny and Planning meetings.

Cllr Ms Blair advised that she had attended a May Day meeting, Exhibition Foundation Trust meeting, Nourish event and the Tour of Britain cycle race.

Cllr Arnold noted that the Carnival Committee had arranged a successful and enjoyable Carnival Week and suggested that the Town Council should write thanking

the Committee for their efforts. He enquired of Cllr Gribble why the bridge installation at Stewards Wood was due to take two days.

Cllr Bray advised that he had attended Sub-Group Committee meetings, May Day Celebration meetings and Exhibition Foundation meeting.

Cllr Robillard congratulated all on the efforts undertaken regarding the future of the hospital. He presented his thoughts regarding campaigning or setting up a sub-group to tackle closure. It was noted that community health services had been discussed at the Finance, Resources & General Purposes Committee meeting on 5th September 2016 - item FR&GP.16/65 and further items should be included on an agenda in advance for discussion/consideration.

The Town Mayor's Engagements:

- 4.7.16 Meeting at Primary School about future events
- 7.7.16 Meet & greet South West in Bloom judging team
- 13.7.16 Primary School assembly discussion (children's Bovey likes & dislikes)
- 14.7.16 Herald Express photocall defibrillator at Town Hall
- 3.8.16 Carnival sports evening Recreation Ground
- 6.8.16 Judging floats & official lead in carnival procession
- 13.8.16 Opening of Heathfield Community fete
- 15.8.16 Guided tour of new Co-op store with Town Clerk
- 18.8.16 Opening of Bovey Tracey new Co-op store
- 20.8.16 Opening of Bovey Tracey Horticultural Society summer show
- 29.8.16 Opening of New Park Community annual village fete

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 3RD OCTOBER 2016 AT 7PM

Present:

The Town Mayor, Cllr A Allen

Cllr U Arnold
Cllr Ms J H Blair
Cllr R A Bray
Cllr D K Elphick

Cllr E Kelly
Cllr S P Leigh
Cllr M Tregoning

**County Cllr
*District Cllr

In attendance:

Mr M Wells - Town Clerk

The meeting was chaired by Cllr Tregoning.

Cllr Kelly declared an interest in PL.16/63h.

PL.16/62 Apologies for absence:

Cllr R J Ashby (Leave)
Cllr G J Gribble**/* (Attending another meeting)
Cllr Mrs A J Kerswell* (Attending another meeting)
Cllr Mrs A M Klinkenberg* (Unwell)
Cllr Ms C O Richardson (Leave)

**Public Participation:

A statement was circulated on behalf by the applicant of application no. 16/01196/FUL.

PL.16/63 Consideration of Planning Applications:

TDC Applications listed to 2.9.16:

- a) 16/02319/NPA Application for Prior Approval under Part 3 Class Q (a) and (b) and paragraph W of the GDPO change of use of agricultural building to a dwelling at Stickwick Farm for Mr & Mrs C Harvey.
Observations: No objection.
- b) 16/02381/TPO Crown lift and prune overhanging branches at land to rear of 27 Kiln Road for Mr Andrew Watson.
Observations: Referred to TDC's Arboricultural Officer.
- c) 16/01580/AGR Agricultural storage building at Bovey Heath Farm off A382 for Mr Collett.
Observations: The Town Council considers that the proposed access to this site must be a key consideration and therefore is unable to reach a view without considering both together.

DNPA Applications listed to 2.9.16:

- d) 0471/16 Installation of solar PV panels on roof at The Old Stable, Higher Elsford Farm for Mr C Coombes.
Observations: No objection.

TDC Applications listed to 9.9.16:

- e) 16/01731/COU Change of use from B8 to mixed use classes B1, B2, B8 and Sui Generis (display and selling of vehicles) at Station Park, Haytor View for Mr D Pope, Octopi UK LLP.

Observations: The Town Council does not support this application and requests that TDC better manages expanding developments. TDC must investigate highlighted planning breaches on the whole estate.

- f) 16/02430/FUL Retrospective planning application relating to engineering works, involving moving earth and remodelling the site to accommodate self build plots at land at Bradley Road for Little Bradley Farms Ltd.
Observations: The Town Council was unable to reach a decision as insufficient information was available, the plans not legible and the case officer has not responded to enquiries.

DNPA Applications listed to 9.9.16:

- g) 0489/16 Change of use of building to a butcher's shop including external works and lean-to (retrospective) at Ullacombe Farm for Messrs B H & C S Vallance.
Observations: No objection.

TDC Applications listed to 16.9.16:

- h) 16/02428/TPO The pruning of two branches from an oak tree located in the front garden at 6 Cavalry Drive, Heathfield for Mr Eoghan Kelly.
Observations: Referred to TDC's Arboricultural Officer.
- i) 16/02446/TPO Fell one oak tree at 12 Drake Road for Mrs Susan Manson.
Observations: Referred to TDC's Arboricultural Officer.

DNPA Applications listed to 16.9.16: None

TDC Applications listed to 23.9.16:

- j) 16/01196/FUL Three detached dwellings and creation of new vehicular access off Brimley Road for Old Wall Lodges Ltd.
Observations: No objection to the proposed development, however the Town Council supports the views of TDC's Arboricultural Officer.
- k) 16/02494/FUL Single storey rear extension to provide additional office accommodation at The Old Mill House, Millwood for Mr D Curtis, Berkeley Leisure Group.
Observations: No objection.
- l) 16/02541/FUL Single storey rear extension at 8 Symons Close for Mr Chamen.
Observations: No objection.

PL.16/64 Planning Decisions: Noted.

Approvals:

- a) TDC:
- i) Rear extension at 91 Churchfields Drive. (N/O)
 - ii) Storage shed at Bovey Tracey Baptist Church, Abbey Road. (N/O)
 - iii) Single storey rear extension at 22 Heath Hill, Heathfield. (N/O)
 - iv) Single storey side and rear extension and front porch served by new access ramp at Meadowside, 30 Coombe Close. (N/O)
 - v) Replacement of shop fronts at 1-2 Town Hall Place. (N/O)
 - vi) Fell one diseased alder at 22 Churchfields Drive. (Referred)
 - vii) Variation of condition 9 on planning permission 14/02221/MAJ to allow change of house types at land north of Bradley Road NGR 282703 78114, Bradley Road. (O)
 - viii) Variation of condition 1 on reserved matters approval 15/00776/MAJ to revise phasing plan at RMS Cars, Pottery Road. (O)
 - ix) Fell one suppressed Holm oak (T3) at 2 St Mary's Manor House, Ashburton Road. (Referred)
 - xi) Fell one diseased/dying cherry tree (T1), replant with cherry in same place; crown lifting of oak tree canopy (T2) to 2m above garage; crown reduction of holly tree (T3). (Referred)
 - xii) Dwelling and garage at land rear of 16 Pottery Road. (O)
 - xiii) New dwelling at 14 Cromwells Way. (O)
 - xiv) Change of use of ground floor commercial space to be returned to residential use at Courtenay House, 76 Fore Street. (Neutral view)

b) DNPA:

i) Change of use of agricultural land to residential for sole purpose of installation of LPG tank (retrospective), Fairfield, Bovey Tracey. (N/O)

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

Cllr Ms Blair noted her disappointment that a number of TDC applications had been objected to by the Town Council and then approved by TDC.

PL.16/65 Development Framework Plan for BT3 Challabrook:

It was noted that the Development Framework Plan for BT3 was approved at Teignbridge Planning Committee meeting on 20th September 2016 (**copy of report previously circulated*). Minutes of the meeting will be available from 18th October 2016.

PL.16/66 General Planning Matters brought forward by Councillors:

*(*For information only).*

Mr M Wells (Town Clerk) advised that the proprietors of Town Hall Garage are applying for retrospective planning permission for signs on their premises.

Mr M Wells (Town Clerk) updated Members on feedback from the appointed agents in relation to the commissioned work around Brimley Field.

Cllr Kelly:

i) Noted that there had been no progress with maintaining the outside of the King of Prussia to a sufficient level particularly as it is within the conservation area. District Councillors to progress the matter.

ii) Informed Members of a meeting arranged by Devon United to be held on 4th October at Newton Abbot Racecourse.

iii) Suggested a response should be made to the Residents' Association article, published recently in the Mid Devon Advertiser, highlighting that the Chairman has not received a response to the question regarding the budget for the Old Thatched Inn development. The Town Clerk was requested to draft a reply for the approval of the Communications Group.

Cllr Allen enquired when the public toilets in Station Road Car Park will be demolished. The Town Clerk will make enquiries and report back.

The meeting closed at 8.05pm.

RECREATION, PARKS & PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 17TH OCTOBER 2016 AT 7PM.

Present:

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

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

**County Cllr
*District Cllr

In attendance:

Mr M Wells - Town Clerk
One member of the press
Two members of the public

Prior to the commencement of the meeting the Town Mayor announced that Cllr Mrs Klinkenberg had recently passed away and her chair would be left vacant during the meeting as a mark of respect. It was agreed to fly the flag at the Town Hall at half mast on Friday 28th October. Reverend Kevin Hooke led prayers.

Reverend Hooke than left the meeting at 7.03pm.

The meeting was chaired by Cllr Kelly.

Cllr Gribble declared an interest in RP&P.16/71, 16/72, 16/75 & 16/80. Cllrs Ashby, Bray and Kelly declared interests in RP&P.16/72.

P.16/68 Apologies for Absence: None.

**Public Participation:

Mr P Beecher (Residents Association) referred to the proposed Community Centre development on the Old Thatched Inn site and enquired about the financial and development implications. It was agreed that the Town Clerk will provide a reply by email.

Mr L Calder enquired if enclosures relating to agendas could be published on the Town Council website. It was agreed that the Town Clerk will attach the enclosures to the on-line agenda in future.

RP&P.16/69 Consideration of minutes of previous meeting held on 18.7.16:

Ref. RP&P.16/66: Cllr Tregoning enquired of Cllr Gribble on progress with the damaged bollard in Fore Street.

RP&P.16/70 Accounts:

The Financial Accounts paid up to 14.10.16 (*copies at the meeting) were received and approved.

RP&P.16/71 Bullands Field - Bovey Tracey:

Consideration was given to a request on behalf of Bovey Tracey Association Football Club to site a storage container on Bullands Field to accommodate goal posts and mowing equipment. The Town Clerk provided an update at the meeting.

Resolved:

To allow the siting of a container for a trial basis of one season. If that proves successful, to then allow the Club to formally apply for planning permission.

Cllr Robillard joined the meeting at 7.10pm.

RP&P.16/72 Community Centre - Procurement of Architectural Services and Project Delivery Routes:

Consideration was given to the recommendations as highlighted within the Town Clerk's report (**copy previously circulated*), submitted on behalf of the Community Centre Steering Group.

Resolved:

To approve items i), ii) & iii) as recommended in the Report and to note item iv).

RP&P.16/73 Consultation: The 2017/18 Local Government Finance Settlement:

Consideration was given to a response to the consultation (**copy previously circulated*) on the 2017/18 Local Government Finance Settlement, focussing particularly on questions 4-7 (page 14). Deadline for responses is 5.00pm on 28th October 2016.

Resolved:

To respond in line with the views from DALC.

RP&P.16/74 Dates for Winter Cessation of Off-street Parking Places Order:

Consideration was given to a response to an invitation from Teignbridge District Council to comment on the proposed suspended dates for winter cessation of the Off-Street Parking Places Order (**copy previously circulated*).

Resolved:

To agree the dates proposed and to request the addition of 2nd January 2017, Christmas Lights switch on date, all Bank Holidays and the suspension of charging in Mary Street Car Park for the winter period (as per Moretonhampstead). The Town Clerk was requested to respond to TDC accordingly.

RP&P.16/75 Electoral Review of Teignbridge - Draft Recommendations:

Consideration was given to a response to the Local Government Boundary Commission's draft recommendations on the future electoral arrangements for Teignbridge District Council (**copy previously circulated*). The consultation closes on 31st October 2016. District Councillors provided an update.

Resolved:

To object to the changes proposed to the Bovey area and to request that the current arrangements remain in place as these appear to work well. The proposals to change do not make the situation future proof. The Town Clerk was requested to respond accordingly.

RP&P.16/76 Scout Headquarters - Request to Fence Off Adjacent Area:

Following item RP&P.16/38, Members noted further correspondence received on behalf of Bovey Tracey Scout Group indicating the Group's acceptance to the conditions imposed (**copy previously circulated*).

RP&P.16/77 Dartmoor Devil Cycle Ride:

Members noted that the 24th Dartmoor Devil Cycle Ride will take place on the 30th October 2016, starting from The Cromwell Arms at approximately 8am. There will be a maximum field of 250 riders. The Town Clerk has arranged extended opening of the Station Road public toilets, as requested by the organiser.

RP&P.16/78 Proposed Pet Show - Mill Marsh Park 2017:

Members noted that following item RP&P.16/62, that the proposed Pet Show will no longer take place due to the organisers preference for an indoor venue.

RP&P.16/79 Community Centre Steering Group:

Members noted the minutes of the meetings of 11th August and 8th September 2016 (**copies previously circulated*).

RP&P.16/80 Monterey Cypress (Cupressus Macrocarpa) - Recreation Ground:

Consideration was given to a response to a letter received on behalf of the Swimming Pool Committee (**copy previously circulated*) regarding the large Monterey Cypress tree adjacent to the pool. A tree risk assessment/condition report undertaken in February 2014 is available to view by contacting the Town Clerk.
Following discussions it was

Resolved:

To obtain a further assessment report from an alternative tree specialist

RP&P.16/81 Matters brought forward by the Town Clerk & Councillors: (for information*)**

Cllr Robillard:

- i) Reminded Members of the Public Meeting due to take place on 19th October at the Dolphin Hotel at 5.30pm, regarding the proposed closure of the hospital.
- ii) Advised that the Devon Green Expo Event will take place at Stover School on 20th October.

Cllr Allen advised that the town has been awarded a silver gilt award in the South West in Bloom competition. The Cromwell Arms had been entered into a discretionary category for public houses and had been placed third. Cllr Allen, as Town Mayor, will write to St Austell Brewery congratulating them. Thanks were extended to Mr R Hubbard and Mr R Rance for their efforts for maintaining the floral arrangements on behalf of the Town Council.

Cllr Mrs Kerswell suggested that the Town Council send a letter of condolence to Cllr Mrs Klinkenberg's family and to send a floral tribute to the funeral.

Cllr Kelly:

- i) Requested Councillors to wear something pink to Cllr Mrs Klinkenberg's funeral. The service will be held on Friday 28th October at PPT Church at 1pm followed by a gathering at The Dolphin Hotel.
- ii) Noted, to Cllr Robillard, that he had taken offence at the comments published in a recent edition of the Bovey Matters regarding the hospital article as no Town Council discussions can evidence the statement made.

The meeting closed at 7.56pm.

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 17TH OCTOBER 2016 AT 7.59pm.

Present:

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

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

**County Cllr
*District Cllr

In attendance:

Mr M Wells - Town Clerk

The meeting was chaired by Cllr Tregoning

Cllrs Gribble & Elphick declared an interest in PL.16/68a.

PL.16/67 Apologies for absence: None

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

PL.16/68 Consideration of Planning Applications:

DNPA Applications listed to 23.9.16: None

TDC Applications listed to 30.9.16:

- a) 16/02676/FUL Extension to provide improved changing rooms, toilet facilities and storage at Bovey Tracey Cricket Club, Recreation Ground for Bovey Tracey Cricket Club.
Cllr Gribble noted that the Cricket Club had not approached the Town Council, as landowner, for permission. Cllr Elphick suggested that this had been covered in previous correspondence noting future phases of work proposed.
Observations: No objection.

DNPA Applications listed to 30.9.16: None

TDC Applications listed to 7.10.16:

- b) 16/02243/MAJ Variation of condition 1 on planning permission 15/00776/MAJ to allow alterations to the conversion of the mould making workshop and amendments to the parking areas at RMS Cars, Pottery Road for KACH Developments.
Observations: No objection.

PL.16/69 Planning Decisions: Noted.

Approvals:

- a) TDC:
i) Retrospective application for instruction sign in association with car park charging machine at Parke Car Park. (N/O)
ii) Demolition of existing dwelling and replacement with two dwellings at Sunnyside, Hind Street. (N/O with proviso)
iii) Retrospective application for the installation of a pay and display machine (revised location) at Parke Car Park. (N/O)
iv) Proposed extension works to replace land taken from Stover Golf Club for the proposed A382 corridor improvement scheme. This involves the

construction of four and a half holes with biodiversity enhancement measures such as vegetation planting and creation of a lake. The existing land is mixed agriculture bordered by hedgebanks and woodland at Stover Golf Club, Stover. (Major application in adjoining parish))

Refusals:

b)

TDC:

i) Outline - erection of a dwelling (all matters reserved for future consideration) at Lowerdown Cross Bungalow, Chapple Road. (N/O)

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

PL.16/70

General Planning Matters brought forward by Councillors:

*(*For information only).*

Cllr Ashby requested an update regarding the signs at Town Hall Garage. The Town Clerk advised that the matter had been discussed at a previous meeting. He noted that the owners are submitting a planning application which will be forwarded to the Town Council for consideration.

The meeting closed at 8.12pm.

FINANCE, RESOURCES & GENERAL PURPOSES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 31ST OCTOBER 2016 AT 7PM.

Present:

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

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

**County Cllr
*District Cllr

In attendance:

Mr M Wells - Town Clerk
Three members of the public

The meeting was chaired by Cllr Gribble

FR&GP.16/72 Apologies for absence: None

**Public Participation:

Mr L Calder advised that some trees on the Rendells Meadow open space could benefit from some staking.

Mr K Baumbach expressed concerns regarding motorists speeding on the old A38. Mr Baumbach resides outside the parish at Liverton. The Chairman, Cllr Gribble, gave approval for him to speak. Cllr Gribble will contact Mr Baumbach to progress the matter.

One member of the public left the meeting at 7.05pm.

FR&GP.16/73 Consideration of minutes of previous FR&GP Committee meeting held on 5.9.16:
Noted.

FR&GP.16/74 Accounts & Financial Statement:

The Accounts & Financial Statement dated 31.10.16 (**copies circulated at the meeting*) were received. Following clarification the Financial Statement was adopted and the accounts were approved for payment.

FR&GP.16/75 Audit Report for the Year Ending 31st March 2016:

It was noted that the external auditors (Grant Thornton UK LLP) have certified and completed their review of the Town Council's Return for the year ended 31st March 2016.

There have been no issues raised, however advise the Council to account for fixed assets at purchase cost (or proxy cost), restating the 2016 figures on next year's Annual Return. The Town Clerk will update the fixed assets register as recommended.

FR&GP.16/76 Internal Audit Report 2016/17 - Interim October 2016:

It was noted that the interim internal audit for 2016/17 was undertaken on 12th October 2016 (**copy of report previously circulated*). There have been no issues raised. The Town Council's Internal Auditor, Mr K Abraham, reported that the Town Council falls in the upper quartile of all their Council clients for its overall standard of internal control.

FR&GP.16/77 The Town Council's budget monitoring position statement as at 30th September 2016 (*copy previously circulated) was noted.

FR&GP.16/78 Grounds Maintenance Contract 2017-2018:

Members considered the following quotations in relation to the future Grounds Maintenance Contract for the period from 1st January 2017 - 31st December 2018. All figures below show prices for equivalent cuts for 2017, 2018 and overall contract price per annum. All prices exclude VAT.

	<u>2017</u>	<u>2018</u>	<u>Total</u>
	£	£	£
Quotation A	2,320.00	2,320.00	17,650.00
Quotation B	1,490.00	1,490.00	13,320.00
Quotation C	745.00	745.00	6,262.50
Quotation D	1,056.00	1,056.00	9,821.00
Quotation E	1,919.47	1,919.47	15,217.61
Quotation F	1,335.79	1,335.79	12,010.04
Quotation G	4,560.00	4,560.00	35,580.00
Quotation H	1,745.71	1,745.71	16,699.20

The Town Clerk provided further clarification. Following discussion it was:

Resolved:

To accept Quotation C, for the annual sum of £6,262.50, subject to satisfactory references. (*Power to spend: Public Health Act 1875 s164)

FR&GP.16/79 Re-shaping Community Health Services in South Devon & Torbay:

Following item FR&GP. 16/65, Members considered any further action as appropriate following the consultation events that have taken place. Following a lengthy discussion it was

Resolved:

To circulate correspondence received by Cllr Robillard from Buckfastleigh Town Council. A further discussion will be tabled at the Full Council meeting on 14th November for a final decision.

FR&GP.16/80 Fairtrade Town Status:

The Fairtrade Foundation has been informed that the Steering Group has now disbanded and accordingly it has advised the Council the Town's status will be removed if no valid renewal is submitted before July 2017. The requirement that a Steering Group is formed and maintained is essential to the renewal of Fairtrade Town Status. Members considered whether it wishes to take a proactive role in the Fairtrade Town Initiative. Following discussion it was

Resolved:

To accept Cllr Robillard's offer to contact all local businesses to enquire if there is interest in renewing the current status.

FR&GP.16/81 Bovey Tracey Carnival AGM 2016:

It was noted that the Carnival AGM will take place at the Dolphin Hotel at 8pm on Monday 7th November. Consideration was given to Councillor interest in attending. Cllr Robillard agreed to be the Town Council's representative although he noted that he will be unable to attend the AGM. Cllrs Allen, Arnold and Kelly advised that they may

attend the AGM. Cllr Ms Richardson noted that a request for a donation to the Christmas Lights has been forwarded to the Committee.

FR&GP.16/82 Apprenticeships:

Item brought forward by Cllr Kelly - to discuss Town Council opportunities for apprenticeships. Cllr Kelly provided further information about the potential benefits apprenticeships can provide to employers and suggested that the Town Council should explore the availability of funding. It was agreed that Cllr Kelly and the Town Clerk will meet with training providers and report back.

FR&GP.16/83 Risk Assessment of Financial & Non-Financial Internal Controls:

Consideration was given to the updated Risk Assessment of Financial & Non-Financial Internal Controls - October 2016 (**copy previously circulated*). This represents the Town Council's Internal Control Document.

Resolved:

To approve the updated Risk Assessment of Financial & Non-Financial Internal Controls.
Cllr Leigh requested clarification regarding public liability levels.

FR&GP.16/84 Devon Highways - Town & Parish Council Conference:

It was noted that the Town Clerk will attend the Town and Parish Council Conference (**agenda previously circulated*) on Wednesday 16th November at Buckfastleigh Town Hall. Consideration was given to any Councillor attendance (tickets initially limited to two attendees per parish).

FR&GP.16/85 Matters brought forward by Councillors: (*for information only*).

Councillors noted that the funeral service for Anna Klinkenberg had been a well arranged, appropriate tribute to her.

Mr M Wells (Town Clerk) reminded Councillors that the Remembrance Day Service will take place on 13th November at PPT Church. The service will commence at 10am.

The meeting closed at 7.56pm.

Accounts paid up to 14th October 2016

		£
5.9.16	C Beresford	45.00
"	Dartmoor Whisky Distillery Ltd (Reimbursement)	138.39
"	Firewatch SW Ltd	293.46
"	Total Cleaning Services	232.50
"	Torbay Display	144.00
"	Devon & Cornwall Newspapers Ltd	30.00
"	KJT Group Ltd	174.91
"	British Gas	37.55
"	Bovey Tracey Youth Action	625.00
"	PHS Group	308.10
27.9.16	C Beresford	36.00
"	Teignbridge District Council	771.74
"	B T Activities Trust	2500.00
"	Ms S Parkes	50.00
"	M Wells (Reimbursement)	79.99
"	Mole Valley Farmers Ltd	23.56
"	Civil Solutions Ltd	28.76
"	Dell Incorporated	906.11
"	S W Grounds Maintenance	972.00
11.10.16	N Brock	317.00
"	Sound & Visual Systems Ltd	471.60
"	KJT Group Ltd	240.00
"	M Wells (Reimbursement)	3.00
"	Ms J King	25.00
		<u>8453.67</u>

Payroll 7843.06

Direct Debits

7.9.16	UK Fuels Ltd	73.85
21.9.16	EE Phone	32.20
22.9.16	British Gas (Electricity)	7.91
28.9.16	Elitetele.com	53.25
3.10.16	Aviva	543.66
"	Pulse8broadband	22.00
5.10.16	UK Fuels Ltd	66.25
		<u>799.12</u>

Accounts paid up to 28th October 2016

		£
18.10.16	Total Cleaning Services	457.50
"	PJHS Group	246.48
"	South & West Internal Audit	290.00
"	Nourish Festival Ltd	500.00
"	NTS Platforms	150.00
"	Moorland Community Care Group	750.00
"	Exeter Trophyman Ltd	25.96
"	Rhino Play Ltd	1224.00
"	Mrs L Warren (Re-imburement)	6.45
"	TDC (Half year rates)	2048.00
24.10.16	S W Water Ltd	313.31
"	BT Youth Action	625.00
"	Mr M Wells (Re-imburement)	79.00
"	DALC	40.00
"	R W Hubbard	<u>68.88</u>
		6824.58
	<u>Payroll</u>	<u>5364.80</u>
	<u>Direct Debits</u>	
28.10.16	Elitetele.com	<u>52.15</u>

Financial Statement 31st October 2016

<u>Accounts to be paid</u>	£
1st Office Equipment Ltd	318.91
Devon County Council	150.00
Grant Thornton UK LLP	1200.00
KJT Group Ltd	1306.20
N Brock	317.00
South West Grounds Maintenance	972.00
Clare Beresford	45.00
Teignbridge District Council	<u>1271.53</u>
	<u>5580.64</u>
Balance in General Account:	6,853.80
Accounts to be paid:	<u>5,580.64</u>
	1,273.16
Balance in Business Bank Instant Account:	262,309.46
Balance in Business Bank Instant Account:	<u>260,064.34</u>
	<u>523,646.96</u>

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 31ST OCTOBER 2016 AT 8.01pm

Present:

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

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

**County Cllr
*District Cllr

In attendance:

Mr M Wells - Town Clerk

The meeting was chaired by Cllr Tregoning.

Cllr Gribble declared an interest in PL.16/72 c & d & PL.16/74.

PL.16/71 Apologies for absence: None.

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

PL.16/72 Consideration of Planning Applications:

DNPA Applications listed to 7.10.16: None

TDC Applications listed to 14.10.16:

- a) 16/02783/FUL New roof including the raising of height by 210mm and replacing front and rear cladding with composite wall cladding at Unit 26, Fairfax Road, Heathfield Industrial Estate for Mr H Roddis, L&C Commercial Ltd.
Observations: No objection.
- b) 16/02630/CONSLT Consultation from British Telecom on the removal of 52 phone boxes at various sites in Teignbridge. (*Copy of letter and appendix enclosed)
Observations: No objection to the removal of the phone boxes in Battle Road and Sharps Crest, Heathfield. The Town Council wishes to adopt the box outside the Old School, Heathfield.

DNPA Applications listed to 14.10.16:

- c) 0553/16 Installation of external wall insulation to all elevations at East Bungalow, Langaller Lane for Eon Energy Solutions Ltd.
Observations: No objection.
- d) 0548/16 Refurbishment and extension of existing residential dwelling at Little Cottage for Mr & Mrs T & S Harcourt-Smith
Observations: The Town Council does not support this application as it considers the proposed extension will overlook neighbouring properties.

Appeal lodged with the Secretary of State:

- e) W/16/3155560 Refusal of full planning permission for the creation of a new access onto highway at land at Brimley Lane, Higher Brimley. Appellant: Mr D Ayliffe. Noted.

TDC Applications listed to 21.10.16:

- f) 16/02818/FUL Two storey extension to industrial building to provide additional storage, reorganisation of car parking and metal gates to service yard repositioned at 24 Old Newton Road, Heathfield for Ms E Houlton, Kingcome Sofas.
Observations: No objection.

PL.16/73 Planning Decisions: Noted.

Approvals:

a) TDC:

- i) Application for Prior Approval under Part 3 Class Q (a) and (b) and paragraph W of the GDPO change of use of agricultural building to a dwelling at Stickwick Farm. (N/O)
- ii) Crown lift and prune overhanging branches at land to rear of 27 Kiln Road. (Referred)
- iii) Variation of condition 12 on planning permission 14/02235/MAJ to provide a turning head rather than access and reposition plots 10-14 at Former Cardew Pottery, Newton Road. (O)
- iv) Remove one dying conifer at land to rear of 23 Lakeside Close, New Park. (Referred)
- v) Installation of new refrigeration plant, AC condensers, extended concrete plinth and bollard, raise existing flat roof at Riverside Inn, Fore Street. (N/O with proviso)

b) DNPA:

- i) Installation of solar pv panels on roof at The Old Stable, Higher Elsford Farm. (N/O)

Refusals:

c) TDC:

- i) The pruning of two branches from an oak tree located in the front garden at 6 Cavalry Drive, Heathfield. (Referred)

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

PL.16/74 DNPA - Local Plan Consultation - Workshop for Parish/Town Councils:

It was noted that DNPA has started to review its Local Plan. A consultation document (**copy previously circulated*) sets out the issues to be addressed in the review. A focussed workshop to discuss the Local Plan will be held at Parke on 8th November (2pm - 5pm). Members considered sending a delegate (limited to two delegates per town/parish). A number of Community Drop-In events have also been arranged for those unable to attend a workshop (**copy previously circulated*). Cllr Leigh offered to attend the workshop.

PL.16/75 General Planning Matters brought forward by Councillors:

*(*For information only).*

Cllr Ashby reported that a temporary sign has been left at Dunley Cross. Cllr Gribble will arrange its removal.

Cllr Allen noted that there has been no commencement of works at the King of Prussia. The Town Clerk was requested to contact the Directors of Heavitree Brewery.

Cllr Kelly referred to the signage at Town Hall Garage. The Town Clerk was requested to contact the Enforcement Officer at TDC regarding timescales.

The meeting closed at 8.25pm.