

THE ANNUAL MEETING OF THE TOWN COUNCIL HELD IN THE TOWN HALL
ON MONDAY 14th MAY 2012 at 7pm

Present:

The Town Mayor, Cllr R A Bray
The Deputy Town Mayor, Cllr Mrs A M Klinkenberg*

Cllr A Allen	Cllr G J Gribble**/*
Cllr U Arnold	Cllr E Kelly
Cllr R J Ashby	Cllr Mrs A J Kerswell
Cllr Mrs D E M Black	Cllr Ms C O Richardson
Cllr D K Elphick	Cllr M Tregoning

**County Cllr
*District Cllr

In attendance:

Rev K Hooke - Chaplain to the Council
Mrs Helen Mann - Newly Elected Representative of the Lord of the Manor of Bovey Tracey
One member of the press
One photographer
PCSO Paul Wilson
45 members of the public

Mr T J Westwood - Town Clerk
Mrs E Gedge - Secretary

The first part of the meeting was chaired by the retiring Town Mayor, Cllr Bray who welcomed everyone present.

At the beginning of the meeting the retiring Town Mayor presented the award of the Chain of Office and a framed Certificate to Mrs H Mann, the newly elected Representative of the Lord of the Manor of Bovey Tracey for 2012/13. He praised Mrs Mann for the contribution she had made to the community over many years, particularly through the Society of Artists which she had formed, and said that the Town Council and community wanted to recognise her commitment in this special way.

In reply, Mrs Mann thanked all those for electing her and said that she had done her best in all the things she had undertaken and would try to live up to the honour of being the Representative of the Lord of the Manor. Photographs were then taken.

AGM.12/01 Election of the Town Mayor & Chairman of the Council 2012/2013:

Cllr Bray nominated Cllr Mrs Klinkenberg as Town Mayor for 2012/13 and Mrs Klinkenberg accepted the nomination.

Resolved:

As there were no other nominations, Cllr Mrs Klinkenberg was duly elected to serve as Town Mayor and Chairman of the Council.

The Retiring Town Mayor presented the Chain of Office to the newly elected Town Mayor, Cllr Mrs Klinkenberg and photographs were taken. Cllr Mrs Klinkenberg then signed the Declaration of Acceptance of Office.

Cllr Mrs Klinkenberg chaired the remainder of the meeting and thanked her fellow Councillors for electing her for the second time to the office of Town Mayor, stating that it was an honour and a privilege to be able to represent such a lovely parish as Bovey Tracey for the coming year.

AGM.12/02 Election of Deputy Town Mayor for 2012/13:

Cllr Allen nominated Cllr Evans as Deputy Town Mayor and Cllr Evans accepted nomination.

Resolved:

As there were no other nominations, Cllr Evans was duly elected to serve as Deputy Town Mayor. The Town Mayor presented the Deputy Town Mayor's Chain of Office to Cllr Evans who signed the Declaration of Acceptance of Office. Photographs were then taken.

AGM.12/03 Apologies for Absence:

The Town Clerk, Mr Westwood, announced that it was his sad duty to inform everyone that Cllr Holmes had resigned from the Town Council after over 40 years of service. The vacancy will be advertised and Mr Westwood explained the procedure. Cllr Gribble thanked Cllr Holmes for his service to the Council and Town over many years and wished him well in his retirement. These sentiments were endorsed by all those present.

AGM.12/04 Election of Committees:

It was noted that Town Mayor is ex officio to all Committees and all Town Councillors are members of the Planning Committee.

a) Recreation, Parks and Property (RP&P) Committee:

All Councillors present expressed the wish to be members of this Committee and were duly elected.

b) Finance, Resources and General Purposes (FR&GP) Committee:

All Councillors present expressed the wish to be members of this Committee and were duly elected.

12/05. Representatives on Outside Bodies:

Councillors were appointed to the following:

- a) Devon Association of Larger Councils (DALC)- Cllr Gribble
- b) Teignbridge Association of Local Councils (TALC) - Cllrs Arnold & Kelly
- c) Teignbridge Rural Aid Committee - Cllr Gribble
- d) Bovey Tracey in Bloom - Cllr Mrs Black
- e) Bovey Tracey Heritage Trust - Cllrs Ashby & Mrs Black
- f) Bovey Tracey Exhibition Foundation Trust - Cllrs Bray, Ashby & Mrs Kerswell
- g) Bovey Tracey Fairtrade Steering Group - Cllr Arnold
- h) Bovey Tracey Neighbourhood Watch - Cllr Allen
- i) Bovey Tracey Information Centre - Cllr Elphick

The meeting closed at 7.17pm

BOVEY TRACEY TOWN COUNCIL MEETING HELD IN THE TOWN HALL
ON MONDAY 14th MAY 2012 AT 7.17pm

Present:

The Town Mayor, Cllr Mrs A M Klinkenberg*
The Deputy Town Mayor, Cllr M J Evans

Cllr A Allen	Cllr D K Elphick
Cllr U Arnold	Cllr G J Gribble**/*
Cllr R J Ashby	Cllr E Kelly
Cllr R A Bray	Cllr M Tregoning
Cllr Mrs D E M Black	

**County Cllr
*District Cllr

In attendance:

Mrs Helen Mann (Representative of the Lord of the Manor of Bovey Tracey)
Rev Kevin Hooke (Chaplain to the Council)
PCSO Paul Wilson
One member of the press
43 members of the public

Mr T J Westwood - Town Clerk
Mrs E Gedge - Secretary

The Town Mayor, Cllr Mrs Klinkenberg chaired the meeting.

FC.12/15. **Apologies for absence:** None

****Public Participation Session:** *Commenced at 7.18pm and finished at 7.40pm*
*(*Report attached)*

FC.12/16. **Minutes:**

The minutes of the previous Full Council Meeting of the Town Council held on 19.3.12 were confirmed as a true record and duly signed by the Town Mayor, Cllr Mrs Klinkenberg (**copy previously circulated*).

FC.12/17. **Recreation, Parks & Property (RP&P) Committee:**

The Report of the meeting held on 16.4.12 was received and adopted (**copy previously circulated*).

FC.12/18. **Finance, Resources & General Purposes (FR&GP) Committee:**

The Report of the meeting held on 30.4.12, the Financial Statement dated 30.4.12 and the Accounts paid up to 27.4.12 (**copies previously circulated*) were received and adopted.

FC.12/19. **Planning Committee:**

To receive the Reports of the meetings held on 2.4.12, 16.4.12 and 30.4.12 (**copies previously circulated*).

FC.12/20. **Queen's Diamond Jubilee Celebrations Committee:**

The Reports of the meetings held on 12.3.12 (**copy previously circulated*) and 23.4.12 (**copy circulated at the meeting*) were received and adopted.

FC.12/21. The Town Mayor's Interests:

A list of functions and activities attended by the Retiring Town Mayor was received and adopted. (*Report attached)

****A short adjournment took place from 7.55pm to 8pm to allow for questions, reports and representations by the County, District and Town Councillors(*report attached).**

3 members of the public left at 8pm.

FC.12/22. Heathfield Youth Club:

Consideration was given to submitting a planning application to Teignbridge District Council for a Variation of Condition 2 to allow the use of the site for further three years.

It was noted that:

i) The planning permission for 09/01254/COU - Condition 2, to use the site at Cannon Road, Heathfield for a youth facility for three years, will expire on 31st July 2012.

ii) The owners of the site have indicated that they would welcome its continued use as a youth facility for Heathfield.

*Cllr Gribble declared a personal interest.

Resolved:

To instruct the Town Clerk to submit a planning application for a Variation of Condition 2 thus allowing the use of the site for a further three years.

FC.12/22. Open Space - Adjacent to St Catherine's School:

Consideration was given to a request from Mrs J Handford to use this open space for her daughter's birthday party on 2nd July 2012 (*copy of e-mail previously circulated)

Resolved:

To grant the request.

FC.12/23. Mill Marsh Park - Bovey Tracey Carnival (BTCC) Committee:

Consideration was given to a request from BTCC to hold the following Carnival related events in Mill Marsh Park (* copy of letter enclosed)

21 st July	Free Music Event	6.30pm - 10.30pm
29 th July	Carnival Fete	
4 th August	To finish the Carnival Procession followed by a firework display at 10pm	

Resolved:

To grant the request subject to the usual conditions.

The meeting closed at 8.07pm.

BOVEY TRACEY TOWN COUNCIL

Report of the questions, reports and representations which took place during the adjournments of the Town Council on Monday 14th May 2012.

Reports and comments from members of the public:

PCSO Paul Wilson gave his report (**circulated at the start of the meeting*).

He stated that:

- i) 18 recorded crimes had been committed during April which included several incidents of vehicle
- ii) Cars were parking on the grass verge on Hole Bridge during football matches on a regular basis and the police would appreciate reports from members of the public should they see this occurring.
- iii) There had been no reports of anti-social behaviour by young people but they had been knocking on doors causing residents inconvenience.
- iv) There had been several reports of damage to vehicles left in Station Road car park.

Rev Kevin Hooke:

- i) Congratulated Cllr Mrs Klinkenberg on her election to the office of Town Mayor
- ii) Reported that a meeting had been held to create a team to give support and help for housebound people in the town and this project was being progressed.
- iii) Noted that a service to welcome Rev Mark Stayans as the new minister at the Baptist Church was being held on Saturday 26th May 2012 at 12 noon.

Mr Paul Beecher requested:

- i) Financial information regarding The Old Thatched Inn
- ii) A Public Meeting. He informed the Town Council that the Methodist Church Hall had been booked for three evenings in May and June.

Cllr Mrs Klinkenberg took this opportunity to read out a statement concerning the "time line" of events leading up to the purchase of The Old Thatched Inn which had been produced by the Town Council and was available for distribution at the end of the meeting.

Mr Kevin Britton

- i) Referred to the allegation of "unbalanced reporting" in the Mid Devon Advertiser regarding the land along Le Molay-Littry Way.
- ii) Requested information regarding the Town Council's approach to public involvement in decision making.
- iii) Asked how the financial value of the land in Le Molay-Littry Way is estimated. It was noted that this was obtained by comparing other similar land sales.

In reply, Cllr Kelly repeated the outline for the consultation process.

Diane Gamage asked why the trees had been cut down on the land Le Molay-Littry and the gates locked to the land.

In reply, the Town Clerk explained that a) the trees were only saplings b) the mature trees have not been touched and c) the land is not presently available for public access.

Mr Jim Williams made various comments regarding the purchase of the Old Thatched Inn and urged the Town Council to hold a Public Meeting as soon as possible. Cllr Mrs Klinkenberg explained the problems relating to the production of the time-line.

Mrs Susan Potbury asked for information regarding the Jubilee celebrations and Cllr Mrs Kerswell explained the arrangements.

Mr Andrew Shadrake suggested that more discussion could take place at Town Council meetings and it was explained that Town Council agendas are governed by statute.

Reports from County, District and Town Councillors:

County, District and Town Cllr Gribble provided a list of his engagements.

District Cllr Mrs Klinkenberg reported that she chaired the Regulatory and Appeals Committee.

Cllr Kelly asked for clarification regarding the proposed recycling plant at Heathfield.

Cllr Ms Richardson complimented the Queen's Diamond Jubilee Committee for organising a very successful Sequence Dance raising money for the celebrations.

Cllr Elphick had attended the AGM of the Heathfield Community Centre and had been elected Vice-Chair. He appealed for more volunteers.

Cllr Mrs Kerswell asked Councillors for their help on Sunday 4th June during the Celebration Tea Party.

The Retiring Town Mayor's Engagements:

Cllr Bray stated how much he had enjoyed his year in office although the second half of his term had proved very difficult. He had special thanks for the Town Clerk and his staff for all the help which he had received.

He reported that he had attended a May Day Celebration at Parke for 150 Morris Dancers from all over the country. It was hoped that this would become an annual event and suggested that the Town Council might be able to help in some way.

He had also attended the Masterplan Consultation in the Methodist Church Hall and had hosted the Mayor's Annual Dinner. Cllr Mrs Klinkenberg thanked him on behalf of the Councillors for hosting such a pleasant occasion.

RECREATION, PARKS & PROPERTY (RP&P) COMMITTEE HELD IN THE TOWN HALL
ON MONDAY 28th MAY 2012 at 7pm

Present:

The Town Mayor, Cllr Mrs A M Klinkenberg*
The Deputy Town Mayor, Cllr M Evans

Cllr A Allen	Cllr E Kelly
Cllr U Arnold	Cllr Mrs A J Kerswell
Cllr R J Bray	Cllr Ms C O Richardson
Cllr D K Elphick	Cllr M Tregoning
Cllr G J Gribble**/*	

**County Cllr
*District Cllr

In attendance:

Mr T J Westwood - Town Clerk
Mrs E Gedge - Secretary

The first part of the meeting was chaired by the Town Mayor, Cllr Mrs Klinkenberg, who congratulated Cllr Gribble on behalf of the Town Council on his election as Vice-Chairman of Devon County Council.

She also welcomed Mr Darren Summerfield (TDC Officer) and Mr Neil Amory (Consultant) and invited them to update members on the work being undertaken by consultants LHC on the design study consultation for the enhancements to Bovey Tracey and the Town Centre.

The following points were made as a result of the presentation and comments by Town Councillors:

- i) 150 people had attended the Saturday afternoon consultation, and the display material (**copies of which were circulated at the meeting*) will be available in the Information Centre until Friday 8th June 2012.
- ii) A possible scheme will be designed by the beginning of July 2012.
- iii) There is no funding for capital programmes from District or County Councils at the moment but other avenues for grants can be explored.
- iv) DCC will be involved in any changes.
- v) The design study will concentrate on Fore Street and there are

4 Focus Areas:

- a) The Cultural Gateway: To improve the appearance and quality of the space at the entrance to the town in Station Road.
- b) Union Square: To improve the appearance and safety of the centre of the town.
- c) Town Hall Place: To establish a new use for the Town Hall and enhance the building and surrounding area.
- d) The Church: An important landmark which can be used for a variety of events.

Cllr Mrs Klinkenberg thanked Mr Summerfield and Mr Amory for attending and they left the meeting at 7.30pm. The meeting was suspended and reconvened at 7.37pm.

RP&P.12/29 Apologies for Absence:

Cllr R J Ashby (personal commitments)
Cllr D E M Black (unwell)

RP&P.12/30 Election of Chairman:

Cllr Allen was nominated and accepted nomination.

Resolved:

As there were no other nominations Cllr Allen was duly elected.

Cllr Allen chaired the remainder of the meeting.

RP&P.12/31 Election of Vice-Chairman:

Cllr Mrs Kerswell was nominated and accepted nomination.

Resolved:

As there were no other nominations, Cllr Mrs Kerswell was duly elected.

RP&P.12/32 Consideration of minutes of previous meeting held on 16.4.12: Noted.

RP&P.12/33 Accounts:

The Financial Accounts paid up to 25.5.12 were received and approved (**copies circulated at the meeting*).

RP&P.12/34 2011/12 Annual Accounts:

- a) Consideration was given to the Town Council's Accounts which had been prepared by the Internal Auditor for the year ending 31.3.12 (**copy of 2011/12 accounts previously circulated*).

It was noted that they present fairly the financial position of the Council at that date. Cllr Gribble thanked the Town Clerk and his staff for the work they had done in preparing the Accounts for Audit.

Resolved:

To approve the Accounts as outlined above.

- b) Consideration was given to recommending the submission of the Annual Return for the year ending 31.3.12 to the Audit Commission.

Resolved:

To submit the Annual Return for the year ending 31.3.12 to the Audit Commission.

RP&P.12/35 Internal Auditor's Report 2011/12:

It was noted that the Internal Auditor's Report (**copy previously circulated*) stated that the Town Council's records were well documented with adequate audit trails and all tests were satisfactory. There were no reported financial issues to be addressed.

Resolved:

To place the Report and Accounts on the Town Council's web-site.

RP&P.12/36 The Old Thatched Inn:

- a) Consideration was given to forming an advisory committee (Standing Order 50) to liaise with Teignbridge District Council's Design and Property Services with regard to the exterior and interior design of the proposed rebuilding of The Old Thatched Inn (**initial proposals previously circulated*).

Resolved:

- i) To form an advisory committee as outlined above.
 - ii) To appoint Cllrs Ashby, Bray, Kelly and Mrs Kerswell to serve on the committee.
- b) Under Standing Order 50 consideration was given to inviting a trustee of the Bovey Tracey Information Centre to be a member of that advisory committee & also a parishioner who is not a member of the Town Council who has a wide range of architectural experience which would assist the Town Council in this project.

Resolved:

To invite Erica Steer (an Information Centre Trustee) and Peter Hall and Kevin Presland.

- c) Consideration was given to:
- i) An appropriate way of communicating to parishioners Town Council's proposals for the Old Thatched Inn and the future possible uses of the Town Hall.
 - ii) A suitable time scale.
- After discussion it was

Resolved:

With regard to i):

To hold a public consultation as soon as possible at which all Councillors will be present to answer questions. The Town Clerk was instructed to arrange this.

With regard to ii):

After the public consultation has taken place, to apply for planning permission with a view to starting construction work next spring (2013).

RP&P.12/37 Toilet facilities - Town Cemetery:

Item brought forward by Cllr Tregoning:

Consideration was given to the provision of toilet facilities at the Town Cemetery. After discussion it was

Resolved:

To instruct the Town Clerk to progress the matter.

RP&P.12/38 Bovey Tracey Bowling Club (BTBC):

Consideration was given to a request from BTBC to install temporary safety netting on top of the existing chain link fence for safety purposes.

*Cllr Elphick declared a personal interest.

Resolved:

To agree to the request.

RP&P.12/39 1st Heathfield Scout Group:

Consideration was given to a request from 1st Heathfield Scout Group to hold an overnight camp on the old St Catherine's School playing field.

Resolved:

To agree to the request in principle providing the neighbours are informed before the event takes place.

RP&P.12/40 Blackpool School PTA:

Consideration was given to a request from Blackpool School PTA (**copy of e-mail previously circulated*) to use the Recreation Ground on Sunday 30th September 2012 from 12 noon to 4pm for its annual Fun Run.

Resolved:

To agree to the request providing the Football Club is notified.

RP&P.12/41 Bovey Tracey Cricket Club (BTCC) Lease:

Ref: minute no FR&GP.12/23:

Consideration was given to a letter received from WBW (the Town Council's solicitor), following discussions between representatives of BTCC and WBW (**copy of letter previously circulated*).

***Cllrs Elphick & Gribble declared a personal interest.**

****It was noted that the cricket nets area is included in the current lease dated 27.3.09.**

Resolved:

To act on the advice from WBW, and instruct them to prepare a new lease on behalf of the Town Council giving BTCC a 35 year term which will include the area for the extended pavilion together with the cricket nets area.

Under Standing Order 16, the following item was brought forward as Urgent Business:

RP&P.12/42 Notice of Bye-Election on 5.7.12:

Consideration was given to the timetable and probable costs of the bye-election for the vacancy on the Town Council which has occurred due to the resignation of Cllr Holmes.

****It was noted that:**

- i) The closing date to submit nomination papers to TDC is 8th June 2012.
- ii) The election will cost approximately £4,000.00 which has been allowed for in the Town Council's budget.
- iii) To have polling cards printed and distributed will cost approximately an extra £2,000.00.
- iv) If the Town Clerk designs, prints and distributes leaflets giving notification of the bye-election the cost will be approximately £400.00.

Resolved:

Not to issue Polling Cards.

RP&P.12/42 Matters brought forward by Councillors:

- a) **Cllr Gribble** reported that the old wicket covers at the Recreation Ground have not been removed and this is causing a nuisance for the neighbours. Cllr Elphick agreed to deal with the matter.
- b) **Cllr Kelly:**
 - i) Reported that he had received a petition from the people in 120 houses asking for a skate park in Heathfield. This was handed it to the Town Clerk.
 - ii) Noted that although WBW are the Town Council's solicitors, Michelmores have the legal and specialist skills to deal with the issues arising from the ownership of the land on Le Molay-Littry Way.
- c) **Cllr Allen** noted that:
 - i) the outdoor Table Tennis table was in place in Mill Marsh Park and was being used.
 - ii) The provision of a skate park in Heathfield will be discussed at a future RP&P committee meeting.

d) **Cllr Mrs Kerswell:**

i) Thanked the Council for the provision of the table tennis table in Mill Marsh Park.

ii) Noted that Kate from "Simply Flowers" has won a Gold Medal at the Chelsea Flower Show.

iii) Asked if it would be possible to position a seat somewhere along Le Molay-Littry Way.

The meeting closed at 8.20pm.

PLANNING COMMITTEE HELD IN THE TOWN HALL
ON MONDAY 28th MAY 2012 at 8.25pm

Present:

The Town Mayor, Cllr Mrs A M Klinkenberg*
The Deputy Mayor, Cllr M J Evans

Cllr A Allen	Cllr E Kelly
Cllr U Arnold	Cllr Mrs A J Kerswell
Cllr R A Bray	Cllr Ms C O Richardson
Cllr D K Elphick	Cllr M Tregoning
Cllr G J Gribble**/*	

**County Cllr
*District Cllr

In attendance:

Mr T J Westwood - Town Clerk
Mrs E Gedge - Secretary

The Town Mayor, Cllr Mrs Klinkenberg chaired the first part of the meeting.

PL.12/38 Apologies:

Cllr R J Ashby (personal commitments)
Cllr Mrs D E M Black (due to illness)

PL.12/39 Election of Chairman:

Cllr Evans was nominated and accepted nomination.

Resolved:

As there were no other nominations, Cllr Evans was duly elected.

Cllr Evans chaired the remainder of the meeting.

***Cllr Mrs Kerswell declared a prejudicial interest in item PL.12/41 (c).**

PL.12/40 Election of Vice-Chairman:

Cllr Ashby was nominated in his absence and it was noted that he was willing to accept nomination.

Resolved:

As there were no other nominations, Cllr Ashby was duly elected.

PL.12/41 Consideration of Planning Applications:

DNPA Application listed 27.4.12:

- a) **0237/12 Certificate of Lawfulness for an existing use in respect of timer chalet and mobile homes as a single dwelling with domestic cartilage at Beulah Chalets, Eucalyptus Plantation, Chapple Road for Mr H Bayles.**

***Cllr Evans declared a personal interest**

Observations: No objections.

TDC Applications listed to 4.5.12:

- b) 12/01306/FUL Two door canopies at Heathfield House, Ashburton Road for Mr S Harmer.
***Cllr Elphick declared a personal interest.**
Observations: No Objections
- c) 12/01350/FUL Single storey front extension at 18 St Peters Close for Mr R Ashby.

**Cllr Mrs Kerswell left the meeting at 8.30pm and returned at 8.43pm.*

The Town Clerk read out a letter of objection from a near neighbour, Mr Borman and a considerable discussion took place.

Observations: The Town Council supports this application in principle.

However there are concerns relating to possible intrusion of privacy to the neighbouring property, Grey Gables, from the window openings of the new extension.

If TDC has a mind to grant planning permission for this application, in addition to obscure glass to the window openings, there should also be planting of a vegetative screen along the boundary of suitable species of trees/shrubs.

DNPA Application listed 4.5.12: None

TDC Applications listed to 11.5.12:

- d) 12/01321/FUL Single storey garage extension on south east elevation, alterations and raising of roof including dormers to the north east and south west elevations at Cherryfield, Bradley Road for Mr A Cox
It was noted that two letters of objection had been received.

Observations: The Town Council does not support this application as it considers:

- i) The proposal would over-develop the site.
- ii) Be of an excessive bulk and scale and introduce a second storey.
- iii) Overlook the adjoining properties resulting in loss of privacy and block natural light

DNP Application listed 11.5.12:

- e) 0263/12 Installation of a bridge over the River Bovey and upgrade of existing track at Pullabrook Wood for Mr D Rickwood.
***Cllr Gribble declared a personal interest.**
Observations: No objections.

TDC Applications listed to 18.5.12:

- f) 12/01504/LBC Change of use from office to tea room (revised application) at Parke for Mr J Fuller.
Observations: No objections.

TDC Revised Plans listed to 18.5.12:

- g) 12/00547/VAR Variation of Condition 2 of planning application 10/03179/FUL to include dormer on rear elevation and amendment to levels leading to an increase in height of building at land adjacent to Rest Harrow for Mr A Meldrum.
Observations: The Town Council does not support this application for the following reasons:

- i) It is considered that Condition 2 of the planning consent should be adhered to.
- ii) The proposed increase in height and the addition of a dormer window will have an adverse effect on the neighbouring property.

DNP Application listed 18.5.12:

- h) **0265/12** Single storey kitchen extension to house, and extension to outbuilding for private office use at Holne Brake, Manaton Road for Mrs J Pery.
Observations: No objections.

Appeal:

- i) Refusal to issue Certificate of Lawfulness re **0015/12** Use of ancillary accommodation as a single dwelling house at Chapple Farm, Chapple Road for Mr N Gibson.
Observation: Noted.

PL.12/42 Planning Decisions: Noted.

- a) Approvals:

TDC:

- i) Solar panels at 30 Haytor View (N/O)
- ii) Extensions at The Paper Shop, Station Road (N/O)
- iii) Retention of freestanding sign at Brimley Grange, Brimley Lane (O)
- iv) Solar panels at Heltor Ltd, Heathfield (N/O)
- v) Extensions at 47 De Tracey Park (N/O)
- vi) Porch, Conservatory & kitchen extension at 42 Five Acres (N/O)
- vii) Two storey rear extension at Bramley, Pottery Road (N/O)
- viii) Retrospective application for solar panels for Dainton at Heathfield (N/O)
- ix) Repairs to roof, new height of chimney stack, replacement windows, openings for ventilation and flue for wood burning oven/stove at Brook Cottage, 3 Southbrook Road (N/O)
- x) Certificate of Lawfulness for conversion of loft to living space & dormer windows at The Sunflowers, Mary Street.

DNPA:

- xi) Renewal permission for extensions at Lower Elsford Fram (N/O)
- xii) Mixed agriculture & equestrian use etc at Shaptor Farm (N/O)

(Town Council's submitted observations (No objections - N/O: Objections - O)

PL.12/43 General Planning matters brought forward by Councillors:

Cllr Mrs Klinkenberg reminded everyone of the Queen's Diamond Jubilee Street Party taking place on Sunday 3rd June 2012. She asked for a) volunteers to help from 9am that day and b) raffle prizes. Details of the programme were made available at the meeting.

The meeting closed at 8.50pm.

FINANCES, RESOURCES AND GENERAL PURPOSES (FR&GP) COMMITTEE
HELD IN THE COUNCIL CHAMBER ON MONDAY 11th JUNE 2012 at 7pm

Present:

The Town Mayor, Cllr Mrs A M Klinkenberg*
The Deputy Town Mayor, Cllr M J Evans

Cllr A Allen	Cllr G J Gribble**/*
Cllr R J Ashby	Cllr Mrs A J Kerswell
Cllr Mrs D E M Black	Cllr Ms C O Richardson
Cllr R A Bray	Cllr M Tregoning
Cllr D K Elphick	

In attendance:

The Town Mayor, Cllr Mrs Klinkenberg chaired the first part of the meeting and thanked Cllr Mrs Kerswell for all the work she and the Queen's Diamond Jubilee Committee had done arranging such successful Celebrations.

FR&GP.12/33 Apologies for absence:

Cllr U Arnold (on holiday)
Cllr E Kelly (on holiday)
Mr T J Westwood - Town Clerk (on holiday)

FR&GP.12/34 Election of Chairman:

Cllr G J Gribble and Cllr D K Elphick were nominated and they both accepted nomination.

A paper ballot took place.

Resolved:

Cllr Gribble was duly elected.

Cllr Gribble chaired the remainder of the meeting.

FR&GP.12/35 Election of Vice-Chairman:

Cllr Ms C O Richardson was nominated and accepted nomination

Resolved:

As there were no other nominations, Cllr Ms Richardson was duly elected.

FR&GP.12/36 Consideration of minutes of previous FR&GP Committee meeting held on 30.4.12:
Noted.

FR&GP.12/37 Accounts & Financial Statement:

The Financial Statement dated 11.6.12 was received and adopted. The accounts were approved for payment (*copies circulated at the meeting*).

FR&GP.12/38 Polling Cards:

Ref min. no RP&P 12/42. Further consideration was given to instructing Teignbridge District Council (TDC) to issue polling cards. It was noted that there will be an election as three candidates are standing for election. After discussion it was

Resolved:

To instruct TDC to issue polling cards for the forthcoming election for a Town Councillor for the Bovey Ward on Thursday 5th July 2012.

FR&GP.12/39 Diamond Jubilee Stained Glass Window:

Item brought forward by Cllr Mrs Kerswell.

Consideration was given to the installation of a stained glass window at the Parish Church of SS Peter, Paul and Thomas of Canterbury to commemorate the Diamond Jubilee of Queen Elizabeth 11 (**A draft design and quotation from Mr Andrew Johnson previously circulated*).

It was noted that:

- a) It is anticipated that the majority of the costs will be paid for from grants and public donations collected during the recent Diamond Jubilee Celebrations held in Bovey Tracey.
- b) To date approximately £3000.00 has been raised.
- c) Grants may be made available from County and District Councillors. After clarification it was

Resolved:

To support the project.

FR&GP.12/40 Devon Highway Verges:

Item brought forward by Cllr Allen.

Consideration was given to an e-mail received from Mr G Haigh (**copy previously circulated*) regarding the current cutting regime of the grass verges in Bovey Tracey and Heathfield by Devon County Council. It was noted that it may be possible to seek funding from DCC.

After discussion it was

Resolved:

To instruct the Town Clerk to arrange for any further cuts to take place as required by the Town Council's sub-contractor, to fit into the present DCC schedule.

FR&GP.12/41 Mill Marsh Park:

Consideration was given to a request from Ms S Anderson (**copy previously circulated*) to use Mill Marsh Park for Zumba Fitness classes.

Resolved:

- a) To agree to the request subject to the usual conditions.
- b) To consider making a charge.

FR&GP.12/42 Matters brought forward by Councillors: (for information only*).**

- a) **Cllr Mrs Black** reported that:
 - i) The wall bordering the Crokers Almshouses needed re-pointing and she asked who owned it.
 - ii) Vegetation overhanging the footbridge in Station Road leading into Mill Marsh Park required attention.
 - iii) She congratulated Cllr Mrs Kerswell for the success of the Queen's Diamond Jubilee Celebrations.
- b) **Cllr Allen** reported that:
 - a) The Jubilee Half Marathon and Fun Run had been cancelled due to the lack of entries.

- b) The members of the Communications Group requested a place on the agenda of Committee meetings in order to report any issues which have arisen to the Town Council.
- c) A meeting had taken place in the Methodist Church Hall on Thursday 31st May and he gave a detailed report.

- c) **Cllr Ashby** thanked Cllr Allen for providing a report of the meeting at the Methodist Church Hall.

- d) **Cllr Mrs Kerswell** also thanked Cllr Allen for his report.

- e) **Cllr Gribble:**
 - i) Noted that offers for the land at the Riverside Inn car-park were to be submitted by noon on Wednesday 13th June 2012.
 - ii) Land at Moretonhampstead Road was on the market.

The meeting closed at 7.55pm.

Accounts paid up to 25.5.12

		£
30.4.12	Bovey Tracey Youth Action	416.66
"	Community Council of Devon	30.00
"	Diamond Tool Hire	84.00
"	Ecotricity	6.05
"	Mole Valley Farmers Ltd	37.43
"	JFC Monro	290.52
"	S W Water Ltd	58.89
"	Teignbridge District Council	1623.24
"	K J Thulborn Ltd	2072.05
1.5.12	Bovey Tracey Methodist Church	56.70
3.5.12	Robin Ray Ltd	25.00
"	N Brock	360.00
"	Orchard Print	151.20
15.5.12	The Dartmoor Gallery	15.00
"	PVM Supplies Ltd	51.74
"	SD Building Services	2262.00
"	Castles of Dawlish	120.41
"	S W Water Ltd	22.55
"	Compucare Computer Servicing Ltd	114.00
"	PHS All Clear Ltd	380.64
"	Orchard Street Furniture	60.00
"	Mr D James	50.00
"	Information Commissioner	35.00
"	EDF Energy 1 Ltd	76.84
"	Michelmores LLP	930.40
"	Ken Abraham	290.00
22.5.12	Teignbridge District Council	85.00
"	Castles of Dawlish	53.13
"	Teignbridge District Council	211.05
"	Mole Valley Farmers Ltd	13.50
"	Devon Contract Waste Ltd	291.60
"	Sarah Ripley	450.00
"	Mrs A J Kerswell	20.00
"	Par Flags	246.00
"	Glasdon UK Ltd	1014.93
		<u>12005.53</u>

Wages/Salaries5386.40Direct Debits

30.4.12	Ecotricity	67.59
"	Ecotricity	148.95
1.5.12	Aviva	457.92
"	Pulse8Broadband	22.00
8.5.12	Orange Payt.	34.72
9.5.12	UK Fuels Ltd	115.56
		<u>846.74</u>

Accounts paid up to 8.6.12

		£
29.5.12	Louise Pawson	350.00
"	Joey the Lips	3760.00
"	EDF Energy Customers plc	50.00
"	Glasdon UK Ltd	77.13
"	Southern Electric Gas	474.24
"	S W Water Ltd	31.10
"	Bovey Tracey Youth Action	416.66
7.6.12	Teignbridge District Council	1800.00
"	Devon & Cornwall Newspapers Ltd	105.00
"	Boyces at Manstree	2920.80
"	Mant Leisure	176.38
"	Arnolds	35.17
"	Mole Valley Farmers Ltd	25.20
"	K J Thulborn Ltd	1311.27
"	1 st Office Equipment Ltd	997.61
"	Pulse8internet Ltd	42.00
"	Aaron Printers Ltd	150.00
		<u>12722.56</u>

Wages/Salaries

5346.46

Direct Debits

30.5.12	Can Networks Ltd	50.81
1.6.12	Pulse8broadband	22.00
"	Avivia	457.92
6.6.12	Orange Payt.	34.72
"	UK Fuels Ltd	142.27
		<u>707.72</u>

PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBER
ON MONDAY 11th JUNE 2012 AT 8pm

Present:

The Town Mayor, Cllr Mrs A M Klinkenberg*
The Deputy Town Mayor, Cllr M J Evans

Cllr A Allen	Cllr G J Gribble**/*
Cllr R J Ashby	Cllr Mrs A J Kerswell
Cllr Mrs D E M Black	Cllr Ms C O Richardson
Cllr R A Bray	Cllr M Tregoning
Cllr D K Elphick	

**County Cllr
*District Cllr

In attendance:

Mrs L M Warren - Secretary
Mrs E Gedge - Secretary

The meeting was chaired by Cllr Evans.

**Cllr Gribble declared a personal interest in Item PL.12/45 (f).

PL.12/44 Apologies for absence:

Cllr U Arnold (on holiday)
Cllr E Kelly (on holiday)
Mr T J Westwood - Town Clerk (on holiday)

PL.12/45 Consideration of Planning Applications:

DNPA Applications listed to 25.5.12: None for BT.

TDC Applications listed to 25.5.12:

- a) **12/01395/FUL** Alterations to garage to provide additional living accommodation at 2 Cavalry Drive, Heathfield for Mr Kingston.
Observations: No objections.
- b) **12/01575/MAJ** Outline - Mixed use commercial (B1) and residential (C3) - All matters reserved at RMS Motors, Pottery Road for Mrs J Penny.
Observations: The Town Council does not support this application for the following reasons:
 - i) There is poor access onto the highway.
 - ii) The proposed development would result in the loss of employment land.
 - iii) No indication has been made regarding the level of parking required for the site or whether onsite turning can be achieved.
 - iv) However, if TDC is minded to allow this application, the Town Council should receive a significant financial contribution towards community facilities (towards the provision of play areas, open spaces, indoor community facilities and allotments) due to the number of proposed dwellings.
- c) **12/01623/FUL** Two dwellings with detached double garages and associated access road at Moorhayes, De Tracey Park for Mr L Downes.
Observations: No objections.

TDC Applications listed to 1.6.12: None for BT.

DNPA Applications listed to 1.6.12:

- d) 0307/12 First floor extension to rear of no 11 and two storey extension to rear of no 12 at 11&12 Hawkmoor Cottages for Mr A Hawkins.
Observations: No objections.
- e) 0308/12 First floor extension at 11 Hawkmoor Cottages for Mr A Hawkins.
Observations: No objections.
- f) 0311/12 Roofing of existing agricultural building (216sqm) to house livestock at Forder Farm for Mr R Barter.
Observations: No objections.

PL.12/46 Planning Decisions: Noted.

a) Approvals:

TDC:

- i) Conservatory at 53 Five Acres, New Park (N/O)
- ii) Conversion & extension at 43 Musket Road, Heathfield (N/O)

DNPA:

- i) Renewal of permission for change of use of stables to games room and guest accommodation at Little Farthings, Lower Brimley (N/O)

b) Refusal:

DNPA:

- i) Change of use of forestry land at Beulah Eucalyptus Plantation, Chapple Road, Brimley (N/O)

The Town Council's submitted observations (No objections- N/O: Objections- O)

PL.12/47 General Planning Matters brought forward by Councillors: None.

The meeting closed at 8.20pm.

MINUTES OF THE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 21st MAY 2012 at 7pm

Present:

Cllr Avril Kerswell - Chairman
Cllr Anna Klinckenberg - Town Mayor
Cllr Tina Richardson
Val Brealey
Ann Gillingham
Louise Pawson
Mike Winter
Esme Gedge - Secretary

The meeting was chaired by Cllr Avril Kerswell.

DJC.12/43 Apologies:

Linda Griesiell
Rev Kevin Hooke

DJC.12/44 Consideration of minutes of previous meeting held on 23.4.12:

Noted with one amendment:

Ref: minute no DJC.12/35 (b) Erecting Tables

The chairs will be placed in the road not on the pavement.

DJC.12/45 Sunday 3rd June:

i) Tea Party - Final arrangements:

- a) Storage at The Cromwell Arms car park and in Peter Hall's driveway has been confirmed.
- b) Arrangements for moving tables to pick-up point for collection on Monday have been made.
- c) Avril has asked Town Councillors to help to erect the tables.
- d) Val has asked Dave Aggett and Richard Mann (who will bring their vans), and members of the Football Club.
- e) Terry has ordered banqueting roll. Tina will have 2 rolls and Louise one roll.
- f) Val has bought flags & blocks and ribbons for decorating the tables.
- g) Val & Louise have volunteers to help them.
- h) Val will provide blue baskets for each tea/coffee station to be used to prevent spillages.
- i) There is a power point in the porch at WBW's which the Farmers' Market uses. Tina agreed to contact Marion Carpenter (Market Co-ordinator) as a key to the box will be needed. It was noted that this plug must not be overloaded.
- j) Cups of tea will be available until 5.30pm.
- k) The black plastic sacks and the "Welcome Pack" will be secured to each table with gaffer tape. It was thought that 10 extra wheelie bins would be needed at the lower end of Fore Street and are available from TDC. However, as hiring a skip would be expensive we would manage without one.
- l) Avril will enquire about a road sweeper to clear up rubbish after 11pm.
- m) The Town Clerk has 10 steward's badges which we can borrow.
- n) The public toilets will be open till 11pm and a charge of £20.00 will be made.
- o) Members of the committee were asked to be on duty from 3.15pm.
- p) The stage in Union Square will be set up on Sunday morning.
- q) There will be no formal speeches.

ii) Street Entertainers:

- a) Louise has booked "The Silver Wings Falconry Team" as an extra entertainment during the afternoon.

iii) Hat Competition:

Anna, as Town Mayor will judge the children's hat competition by looking at them during tea time. The two winners will be invited onto the stage for the presentation of the prizes.

iv) First Aid:

Avril reported that Adrian Hammett is willing to be responsible for First Aid free of charge.

v) Raffle:

- a) Anna has obtained several prizes for the Raffle and is hoping to have more donated.
b) Tickets will be £1 each and will be drawn on Monday 4th June.
c) All prizes will be allocated a number prior to the draw taking place to facilitate the allocation.
d) Names and telephones on the reverse of each ticket.
e) Volunteers are needed to sell - Val will approach her older friends. Esme will help.
f) Anna will provide a list of prizes to be displayed on the Town Council's A-board.
g) A separate table will be provided for the raffle.

vi) Final Publicity:

- a) Mike offered to display posters on the telegraph poles week beginning Monday 28th May 2012.
b) Terry has:
i) Printed 500 letters for the children to take home this week to tell parents of the Jubilee Celebration Events.
ii) Written to residents of Fore Street informing them of the tea party and evening events.
iii) Notified the bus companies of the road closure on Sunday 3rd.
c) Kay Rumford will be available to take photos during the afternoon and evening.

DJC.12/46 Monday 4th June:

Church Service - Final arrangements:

- a) The order of service has been decided and service sheets are being printed.
b) Terry will write a few official invitations and will be responsible for delivery.
c) The Scouts and Guides will provide Standard Bearers to parade in the church at the beginning and end of the service.

DJC.12/47 Tuesday 5th June:

The Peal of Bells will take place at PPT from 10am to 1pm. Anna, as Town Mayor, agreed to thank the bell ringers on behalf of Bovey Tracey.

DJC.12/48 Souvenirs:

Avril will be visiting Bovey Tracey Primary School at 10am on 30th May and St Catherine's School at 9.10am on 1st June to give out the Scrolls.

DJC.12/49 Stained Glass Window:

- a) Avril reported the disappointing news that 18 members of the Parochial Church Council (PCC) had refused permission for a stained glass window commemorating the Queen's Diamond Jubilee to be erected in the Church.
- b) Other ideas for a commemorative article were discussed.
- e) It was decided to leave any decisions until after the celebrations.

DJC.12/50 Any other matters:

- a) The bunting will be erected on Tuesday 22nd May.
- b) Avril agreed to find out what had happened to the Charter Mosaics and when they were to be erected.

DJC.12/51 Date of next meeting:

A final meeting will be held in the Council Chamber on
Monday 18th June 2012 at 7pm.

The meeting closed at 8.10pm.

BOVEY TRACEY TOWN COUNCIL - QUEEN'S DIAMOND JUBILEE CELEBRATIONS

MINUTES OF THE FINAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 18th JUNE 2012 at 7pm

Present:

Cllr Avril Kerswell - Chairman
Cllr Anna Klinkenberg - Town Mayor
Cllr Tina Richardson
Val Brealey
Ann Gillingham
Linda Griesiell
Rev Kevin Hooke
Louise Pawson
Kay Rumford
Mike Winter
Esme Gedge - Secretary

DJC.12/51 Apologies: None.

DJC.12/52 Consideration of minutes of previous meeting held on 21.5.12: Noted.

DJC.12/53 Sunday 3rd June:

a) Tea Party:

- i) Avril reported that all went to plan during the street party and the weather, despite a cold wind, had been good.
- ii) A good team had been available for setting up and clearing away and Fore Street had been totally cleaned by early Monday morning.
- iii) Avril had only had to deal with one complaint about the road closure.
- iv) All the street entertainers had been excellent and Louise & Val were thanked for arranging them.
- v) It was noted that the tables at the top of Fore Street had not been used. Perhaps more tables could have been set up in Union Square.
- vi) It was estimated that over 2,000 people had attended the events during the afternoon and evening.

b) Stage Performances:

- i) Everyone had enjoyed the performance by the School Choir.
 - ii) The show "Radio Days" by the Bovey Tracey Players had been well received.
 - iii) It was agreed that the band "Joey the Lips" had lived up to expectations.
- c) i) The Raffle had raised £394.00 and Anna agreed to produce a list of winners and their prizes.
ii) Avril had collected £224.12 in donations.
- d) The two winners of the hat competition had been pleased with their prizes and a special mention was made of the girl's hat which had been decorated with flags of all the Commonwealth countries.
- e) Val had displayed a notice at the tea station outside the Cottage Tea Rooms to encourage people to take advantage of the free cups of tea.
- f) i) Avril had thanked everyone verbally for their help except the bell ringers, so she agreed to write to them.
ii) She had received two letters of thanks to date, one from Mr & Mrs Huxtable and one from Helen Mann complimenting the committee on arranging such a successful event.

- g) Avril thanked Kay for taking the photographs during the three days stating that the town now has a permanent record of the celebrations. It was suggested that;
- i) A selection of photos could be mounted in a large album and Avril agreed to purchase a suitable one.
 - ii) Avril asks Martin Hooper at Coombes and Sons for permission to display some in his window.
 - iii) Terry is asked to display a selection on the web-site.

DJC.12/54 Monday 4th June:

- i) The Civic Church Service had been well supported. All those taking part had made the event really special; the welcome and parade of flags, the readings, the choir and the music, the sermon and the hymns.
- ii) The ladies of the church had provided wonderful refreshments and a celebration cake which had been really appreciated.

DJC.12/55 Tuesday 5th June:

There had been a very successful Peal of Bells during the morning which had suitably ended the celebrations.

DJC.12/56 Souvenirs:

Avril gave a report of her visits to the two schools and had distributed the scrolls. She thanked Mike for producing them to such a high standard as hopefully they will be souvenirs which the children will want keep.

DJC.12/57 Stained Glass Window:

- i) Avril reported that the request for a stained glass window will be reconsidered by the PCC. The designer Andrew Johnson is still able to finish the window in time for its dedication at the Civic Carol Service in December 2012, if permission is given soon.
- ii) Two other ways of commemorating the Jubilee were also suggested and these will be considered if it is not possible to have a commemorative window.

DJC.12/58 Finances:

Avril reported on the interim financial statement.

DJC.12/59 Any other matters:

Avril was thanked for the way she had chaired the committee meetings. The Queen's Diamond Jubilee had been successfully celebrated in Bovey Tracey because of her hard work and commitment and that of the members of the committee.

The meeting closed at 7.40pm when Kay's photographs were passed round for committee members to see.