

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.

14th January 2014

Dear Councillor,

You are hereby summoned to attend a meeting of Bovey Tracey Town Council which will be held in the Heathfield Community Centre, Cannon Road, Heathfield on Monday 20th January 2014 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.14/01. 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.14/02. Minutes:

To confirm the Minutes of the previous Full Council Meeting held on 4.11.13 (*copy enclosed).

FC.14/03. Recreation, Parks & Property (RP&P) Committee:

To receive the Report of the meeting held on 2.12.13 (*copy enclosed).

FC.14/04. Finance, Resources & General Purposes (FR&GP) Committee:

To receive the Report of the meeting held on 6.1.14, the Financial Statement dated 6.1.14 and the Accounts paid up to 3.1.14(*copies enclosed).

FC.14/05. Planning Committee:

To receive the Reports of the meetings held on 18.11.13, 2.12.13 & 6.1.14 (*copies enclosed).

FC.14/06. 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.14/07. Devon Association of Local Councils - Buckingham Palace Garden Parties:

To consider nominating a Member for recommendation to receive an invitation to attend a Garden Party at Buckingham Palace on 10th June 2014. Nominations will be entered into a ballot.

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

SIGNED.....

T J Westwood

DATE.....

14/1/14

T J WESTWOOD
TOWN CLERK

BOVEY TRACEY TOWN COUNCIL MEETING HELD IN THE TOWN HALL
ON MONDAY 4TH NOVEMBER 2013 at 7.00pm.

Present:

The Town Mayor, Cllr M J Evans
The Deputy Town Mayor, Cllr E Kelly

Cllr A Allen	Cllr G J Gribble**/*
Cllr U Arnold	Cllr Mrs A J Kerswell*
Cllr R J Ashby	Cllr Mrs A M Klinkenberg*
Cllr R A Bray	Cllr S P Leigh
Cllr D K Elphick	Cllr M Tregoning

**County Cllr
*District Cllr

In attendance:

Mr T J Westwood - Town Clerk
Rev. Kevin Hooke - Chaplain to the Council
PCSO Paul Wilson
One member of the public
One member of the press

The meeting was chaired by Cllr Evans.

Cllr Gribble declared an interest in FC.13/54, FC.13/55, FC.13/56, FC.13/58, FC.13/59.

FC.13/48. Apologies for absence:

Cllr Mrs D E M Black (Unwell)
Cllr Ms C O Richardson (Family commitment)

**Public Participation Session:

Commenced at 7.02pm and finished at 7.05pm. (*Report attached).

FC.13/49. Minutes:

The Minutes of the previous Full Council Meeting held on 23.9.13 (*copy previously circulated) were confirmed as a true record and duly signed by the Town Mayor.

FC.13/50. Recreation, Parks & Property (RP&P) Committee:

The Report of the meeting held on 7.10.13 was received and adopted (*copy previously circulated).

FC.13/51. Finance, Resources & General Purposes (FR&GP) Committee:

The Report of the meeting held on 21.10.13, the Financial Statement dated 21.10.13 and the Accounts paid up to 18.10.13 were received and adopted (*copies previously circulated).

FC.13/52. Planning Committee:

The Reports of the meetings held on 7.10.13 & 21.10.13 were received and adopted (*copies previously circulated).

FC.13/53. The Town Mayor's Interests:

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

***A short adjournment took place from 7.10pm to 7.17pm to allow for questions, reports and representations by members present: from the County, District and Town Councillors. (*Report attached).*

FC.13/54. Changes to Public Toilets in Teignbridge:

Consideration was given to an appropriate response to Teignbridge District Council's (TDC) letter (**full information on the proposals previously circulated*) advising of the planned changes to public toilets in the locality at Mary Street Car Park and the Recreation Ground.

After discussion it was

Resolved:

To regretfully accept the decision of TDC to close the public toilets in Mary Street Car Park and the Recreation Ground.

FC.13/55. Consultation on the Mobile Library Service:

It was noted that Devon County Council (DCC) is undertaking a public consultation on the mobile library service (**full information on the library service previously circulated*). The main effect on the service in Bovey Tracey is that DCC propose to reduce the frequency of mobile library visits from fortnightly to every four weeks in order to make significant financial savings. Consideration was given to an appropriate response to this consultation.

After discussion it was

Resolved:

To regretfully accept the decision of DCC to reduce the frequency of visits from fortnightly to every four weeks.

FC.13/56. Highway Safety Awareness Training:

It was noted that Devon County Council (DCC) is holding a series of training workshops (**copy of letter previously circulated*) to provide a basic understanding of the safety obligations of volunteers wishing to undertake any activity in the vicinity of the highway and Councillors were invited to attend. No Councillor wished to attend.

FC.13/57. Twitter Trial:

Consideration was given to a three month trial of operating a Twitter account. It was noted that Twitter is an online social networking and micro-blogging service that enables users to send and read tweets which are text messages limited to 140 characters. Registered users can read and post tweets but unregistered users can only read them. The advantage of operating a twitter account is that anyone can follow the activities of the Town Council and it provides a further platform to inform a wider audience of its activities. There is no membership fee to create a Twitter account.

After discussion it was

Resolved:

To undertake a three month trial of operating a Twitter account. The Communication Group will oversee the trial.

FC.13/58. Devon Wildlife Trust (DWT):

Ref. min. no. FR&GP.13/61. It was noted that the deadline for the submission of the application to the Heritage Lottery Fund for the Countywide Greater Horseshoe Bat Project (**information previously circulated*) is 15.11.13. Consideration was given to providing an "in principle" letter of support for the application. Mr Burgess, Conservation Officer for DWT, will be attending the Planning Committee meeting on 18.11.13. Mr Burgess has informed the Town Clerk that this project would not hinder any future developments in the parish and may even assist planning applications by providing up to date data on bat numbers etc. Currently there is a lack of information regarding data of this nature. After discussion it was

Resolved:

To provide an "in principle" letter of support.

FC.13/59. Bovey Tracey Football Club (BTFC):

Consideration was given to BTFC's request for the Town Council to act as the applicant for its forthcoming planning application, to Teignbridge District Council, to extend the changing facilities at Mill Marsh Park. By the Town Council acting as the applicant, this will mean only half the relevant planning application fee will be payable by BTFC.

Resolved:

To act as the applicant on behalf of BTFC's forthcoming planning application.

FC.13/60. Forthcoming Events:

The Town Clerk advised Councillors of the following forthcoming events: Skateboard Consultation Event; Remembrance Service; Nourish Event and Youth Action Event.

The meeting closed at 7.40pm.

BOVEY TRACEY TOWN COOUNCIL

Report of the questions, reports and representations which took place during the adjournments of the Town Council meeting held on Monday 4th November 2013.

Reports and comments from members of the public:

PCSO Paul Wilson gave his report (**circulated at the start of the meeting*) stating that:

- a) 27 crimes had been recorded during the recent period.
- b) There were also 10 reported incidents of anti social behaviour.
- c) There had been no reported incidents of problems at Halloween.

Rev. Kevin Hooke advised that the Remembrance Service will take place at PPT Church on 10.11.13. The Civic Carol Service will also be held at PPT on 19.12.13. A Festival is planned to take place next June throughout the Bovey Valley.

Reports from County, District and Town Councillors:

DCC, TDC and Town Cllr Gribble reported on various issues concerning highways, Wray Valley Trail, youth provision, Devon and Somerset Fire and Rescue strike action, the Dartmoor Way which was launched on 22.10.13. He also commented on the closure of public toilets and the ceasing of CCTV monitoring.

District Cllr Mrs Klinkenberg reported that she had attended regular TDC meetings. She had also attended the Bovey Tracey Business Association AGM.

District Cllr Mrs Kerswell reported that since her recent election to the office of District Councillor representing Bovey Tracey she had no matters to report. She clarified that some of the wording relating to the proposed replacement school printed in the publicity material for her campaign was incorrect. It should have referred to the Town Council working with Bovey Tracey Primary School to develop the land adjacent to Le Molay-Littry Way for a replacement school with some community facilities and that the land had not been donated by the Town Council to the School.

Cllr Elphick had attended the Business Association AGM and the Carnival Committee AGM. He also advised that the Society of Artists is celebrating its 30th anniversary.

Cllr Leigh had attended the Business Association AGM and the Carnival Committee AGM. He advised that the Carnival Committee is looking for stewards for next year's event.

Cllr Kelly had attended the Business Association AGM, the Carnival Committee AGM and a Marketing Your Town seminar.

Cllr Allen reported that he will be resigning from the post of Neighbourhood Watch Co-ordinator for Bovey Tracey from January 2014. He expressed disappointment as only six responses had been received regarding the Devon and Cornwall Police Commissioner attending a public meeting in Bovey Tracey.

Cllr Ashby had attended that Business Association AGM.

The Town Mayor's Engagements:

13.9.13	Devon Guild of Craftsmen Exhibition.
15.9.13	GB Cycle Race procession at Sidmouth.
27.9.13	Ordination Service at PPT Church.
28.9.13	Skate Board Event at Heathfield.
22.10.13	Marketing Your Town seminar.

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 18TH NOVEMBER 2013 at 7pm.

Present:

The Town Mayor, Cllr M J Evans
The Deputy Town Mayor, Cllr E Kelly

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

**County Cllr
*District Cllr

In attendance:

Mr T J Westwood - Town Clerk
Mrs L M Warren
Mr P Burgess-Conservation Manager for the Devon Wildlife Trust (DWT)
One member of the public

The meeting was opened by the Town Mayor, Cllr Evans who introduced Mr Peter Burgess, Conservation Manager for the DWT.

Mr Burgess addressed Councillors regarding the proposed Countrywide Greater Horseshoe Bat Project. He confirmed that an application had been submitted to the National Lottery Fund. He highlighted the need for conservation and how important this area is for bat roosts. He considered that the Project would have a positive effect on the community, tourism and the economy.

Mr Burgess then answered questions raised by Councillors.

Cllr Evans thanked Mr Bugess for attending the meeting. He then left the Council Chamber at 7.10pm.

Cllr Elphick declared a personal interest in PL.13/64 d. Cllr Gribble declared an interest in PL.13/61, PL.13/62, PL.13/63 e & k. Cllr Mrs Kerswell declared an interest in PL.13/63 l.

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

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the following item, due to the need to discuss matters pertaining to the current availability of the fishing rights on the River Bovey this item will be considered in the absence of the public and press.

PL.13/60 Apologies for absence:

Cllr S P Leigh (Holiday)
Cllr M Tregoning (Unwell)

PL.13/61 Old Thatched Inn (OTI):

Following the decision taken by the Secretary of State for Culture, Media and Sport to remove the OTI from the

List of Buildings of Architectural Interest with effect from 7th November 2013, consideration was given to the next stage in progressing the project to provide a new community building on the site. The Town Clerk advised that official notification of the de-listing had been received from TDC. He further advised that TDC was unable to offer any further assistance with the preparation of a planning application. Following discussion it was

Resolved:

To progress the project to develop the site with the assistance of Mr P Hall. A proposed programme to be available for discussion at the Recreation, Parks and Property (RP&P) Committee meeting on 2.12.13. Thanks were extended to the Town Clerk and Mr Hall for their efforts to date.

PL.13/62

Station Road Car Park - Wray Valley Trail:

i) It was noted that Teignbridge District Council (TDC) has been approached by Devon County Council (DCC) for permission to route a portion of the Wray Valley Trail across the north east corner of Station Road Car Park (**copy of proposed plan previously circulated*). The proposal would incur the loss of four car parking spaces. TDC's Parking Services department has given support to the proposal and comments that this proposal would not have a negative impact on the parking provision within the town as the car park rarely reaches capacity. TDC has requested the Town Council's observations on this proposal.

ii) The Town Clerk advised that TDC had contacted regarding the proposed building of a new public toilet block in the second bay of the car park (**a copy of the proposed location and plan was circulated at the meeting*). It was noted that funding could be met in part by TDC and DCC.

Resolved:

- i) To agree to the proposed route of the Wray Valley Trail crossing the north east corner of the Car Park with a loss of four car parking spaces.
- ii) To agree to the proposal to build a new toilet block in the Car Park dependent upon sufficient financial resources being available.

PL.13/63

Mrs V Brimicombe:

It was noted that Mrs Brimicombe, the Town Council's cleaner for the Town Hall, has tendered her resignation to take effect from 1.12.13. Mrs Brimicombe has been in post for over twenty years. As a thank you and recognition of her length of service, consideration was given to awarding Mrs Brimicombe an additional month's salary.

Resolved:

To award Mrs Brimicombe an additional month's salary.

The Town Mayor, Cllr Evans left the meeting at 7.22pm. The Town Clerk left the Council Chamber at 7.22pm and returned at 7.28pm.

The remainder of the meeting was chaired by Cllr Ashby.

PL.13/64 Consideration of Planning Applications:

DNPA Applications listed to 11.10.13: None.

TDC Applications listed to 18.10.13:

- a) 13/02812/FUL Proposed bungalow at Fairway, Pottery Road for Mrs C Fry.
Observations: No objection in principle although some concern was expressed regarding highway issues.
- b) 13/03056/FUL Single storey extension to front elevation at 1 St Johns Close for Mr A Morgan.
Observations: No objection.
- c) 13/03089/ADV Two non-illuminated fascia advertisement signs and two non-illuminated free-standing advertisement signs at King Charles Business Park, Old Newton Road, Heathfield for Mrs A Brookes.
Observations: No objection.
- d) Change of location: Noted.
13/02882/COU Change of use from shop to ground floor flat at Ground Floor, 29 Fore Street for Mr G B Higgin.

DNPA Applications listed to 18.10.13: None.

TDC Applications listed to 25.10.13:

- e) 13/03123/FUL Conservatory to south west elevation at 1 Moor Lane for Mr V Caunter.
Observations: No objection.

DNPA Applications listed to 25.10.13: None.

TDC Applications listed to 1.11.13:

- f) 13/03110/FUL Erection of conservatory to rear at 35 De Tracey Park for Mr Terenerry.
Observations: No objection.
- g) 13/03183/FUL Single storey enclosed verandah and balcony extension at Hummersknott, Lowerdown for Mr D Gilderdale.
Observations: No objection.
- h) 13/03207/CAN Pruning of one beech tree at 6 Albert Terrace, Station Road for Miss C Collins.
Observations: No objection.
- i) 13/03229/TPO Pruning of two trees at 4 Drake Road for Ms M Perkins.
Observations: No objection.
- j) 13/03230/TPO Pruning of two trees at The Lawns, Devon House Drive for Mrs Stevens.
Observations: No objection.

DNPA Applications listed to 1.11.13: None.

TDC Applications listed to 8.11.13:

- k) 13/03167/FUL Loft conversion to include front and rear dormers and increase to roof height and refurbishment works to include replacement of bay window with patio doors at Coombe St. Mary, Bradley Road for Mr S Wright, Moorland Joinery.
Observations: No objection.
- l) 13/03195/COU Change of use from B1 and B8 to air rifle range and retail outlet (sui generis) at 1-2 Sabre Buildings, Sabre Close, Heathfield for Mr & Mrs E Irish.
Observations: No objection.

PL.13/65 Planning Decisions: Noted.

a) Approvals:

TDC:

- i) Pruning of trees at 7 Fairfield Close. (N/O)
ii) Pruning of three trees at 45 Musket Road, Heathfield. (N/O)
iii) Pruning of three trees, felling of two trees at Ashwell, East Street. (N/O)

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

PL.13/66 General Planning Matters brought forward by Councillors:
(*For information only).

Cllr Kelly reported to TDC Councillors a spelling error on a street naming sign in Heathfield.

Cllr Allen enquired about the Indio House planning application. The Town Clerk advised that it will be considered by TDC in January 2014.

One member of the public left the meeting at 8.05pm.

Under Standing Order 16 the following item was brought forward as confidential business:

PL.13/67 Fishing Rights on the River Bovey:

Consideration was given to the sale details of the fishing rights, on the River Bovey, running through Mill Marsh Park. Following discussion it was

Resolved:

To contact the agent advising that the Town Council is interested in purchasing the fishing rights but is currently taking further advice and will contact in due course.

PL.13/68 Cllr Gribble advised that due to the forthcoming closure of the Teign Valley Road the junior members of Hennock and Teign Village Football Club will be unable to train on their usual pitch. The Club is hoping to arrange to use Bovey Tracey Football Club's pitch.

The meeting closed at 8.10pm.

RECREATION, PARKS & PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 2ND DECEMBER 2013 at 7pm.

Present:

The Town Mayor, Cllr M J Evans
The Deputy Town Mayor, Cllr E Kelly

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

**County Cllr
*District Cllr

In attendance:

Mr T J Westwood - Town Clerk
Mrs L M Warren

Ms E Lewis (Representative of the Land Society)
Two members of the Land Society
Three members of the public
One member of the press

The meeting was chaired by Cllr Allen.

Cllr Allen opened the meeting and introduced Ms E Lewis of the Land Society CIC. Ms Lewis provided information on the possible formation of a Community Land Trust (CLT) for Bovey Tracey in order to explore the possibility of local residents self-building new affordable houses on suitable local sites in the parish. The two members of the Society explained their current housing situation and how they feel a CLT would assist them in acquiring their own property.

Ms Lewis then answered questions raised by the Councillors. The Councillors indicated their in principle support for the formation of a CLT for Bovey Tracey.

Cllr Allen thanked Ms Lewis and the two members for attending the meeting. They, together with the three members of the public, left the Council Chamber at 7.25pm.

Cllr Gribble declared a personal interest in RP&P.13/75 & RP&P.13/77. Cllr Leigh declared a professional interest in RP&P.13/76.

RP&P.13/69 Apologies for Absence: None.

RP&P.13/70 Consideration of minutes of previous meeting held on 7.10.13: Noted

RP&P.13/71 Accounts:

The Financial Accounts paid up to 29.11.13 were received and approved (*copies circulated at the meeting).

RP&P.13/72 The Old Thatched Inn (OTI):

Ref. Min. No. PL. 13/61. It was noted that the Town Clerk has held a series of meetings in order to provide Members with further information regarding the preparation of a timetable of action to progress the redevelopment of the OTI site. Members considered the following:

i. Demolishing the remaining structures on the OTI site as soon as possible.

Resolved:

To demolish the remaining structures on the OTI site.

ii. To obtain two quotations from suitably qualified local companies to undertake the demolition work. It will also be necessary to seek advice from Teignbridge District Council (TDC) on the most expedient action to secure the necessary planning approval to demolish and clear the site to ground level.

Resolved:

To obtain two quotations from demolition companies able to undertake the work.

iii. The most appropriate way forward to provide a new community building on the site within a prescribed timescale and budget, taking the project forward under the method of a design and build project at a fixed price.

It was noted that in order to achieve this approach a suitably qualified Quantity Surveying company, following a robust tender process, would be appointed by the Town Council to manage the project. The role of the appointed company, as Project Manager, will be to provide the strategic leadership of the project from inception (*planning application stage*) to post project evaluation (*12 month snagging period*). The management of the project will be by a suitably qualified employee of the company, whose title is now known as a Cost Consultant (CC), the new term for a quantity surveyor. A CC will provide the liaison between technical design team and user groups during the design, balancing costs and monitoring program compliance including CDM compliance. During the construction phase it will involve the co-ordination/liaison between the Employer, Contractor and Design Team.

a) Consideration was given to the above methodology as a constructive way forward to provide the new community building.

Resolved:

To accept the methodology as set out above as a constructive way forward to provide a new community building.

b) Consideration was given to authorising the Town Clerk to commence the preparation of a tender document, with the assistance of Mr P Hall and TDC, to be to be circulated to appropriate qualified companies with experience of this type of project

management. Members will have the opportunity to peruse the tender document prior to circulation.

Resolved:

To authorise the Town Clerk to progress with the preparation of the tender document.

iv. Consideration was given to authorising the Town Clerk to appoint a suitably qualified draughtsman to prepare plans of Mr Hall's preliminary drawings, to an appropriate scale and quality to be suitable for the proposed planning application.

Resolved:

To authorise the Town Clerk to appoint a suitably qualified draughtsman as set out above.

It was noted that the Town Clerk will be able to provide a preliminary timetable to progress the project by the next FR&GP committee meeting on 6.1.14. There is still the intention to hold an open exhibition of the proposals for the OTI site, prior to submitting a planning application.

RP&P.13/73 Skate Park:

Following the recent public consultation on the decision by the Town Council (Ref. Min. No. 12/25) to install a skate park in Mill Marsh Park, Members considered the following:

i. Following the overwhelming support from the consultation with parishioners (*copy of comments previously circulated) held on 9.11.13 together with Devon & Cornwall's Police Architectural Advisor's report (*copy of email previously circulated), consideration was given to the skate park being located in Mill Marsh Park in the open area adjacent to the boundary hedge of Bovey Tracey Football Club.

Resolved:

To locate the skate park in Mill Marsh Park as set out above.

ii. Authorising the Town Clerk to commence the preparation of the required tender documents to be circulated to appropriate companies, for the design and installation of the skate park, at a fixed contract price of £75,000+VAT. TDC has advised the Town Clerk that they are prepared to assist the Town Council in the preparation of the tender documents and with the evaluation process of the submitted tenders in order to assist the Town Council to appoint the most suitable contractor for this work, which will meet all the Town Council's requirements to provide a facility acceptable for use by parishioners. Members will have the opportunity to peruse the tender documents prior to circulation.

Resolved:

To authorise the Town Clerk to prepare the tender documents as set out above.

RP&P.13/74 Outdoor Gym - Mill Marsh Park:

The S106 Committee has proposed that the Town Council considers the provision and installation of five combination units of outdoor gym equipment, with information boards. The equipment will be suitable for use by most age groups. The proposal is to install the units at suitable locations along the section of the Wray Valley Trail in Mill Marsh Park. Locations of the equipment have yet to be agreed. At the recent consultation event held on 9.11.13 there was overwhelming support for this project (**copy of comments previously circulated*).

Following extensive research and advice from a suitably qualified fitness professional, the suggested items of equipment which will provide a suitable combination for cardiovascular and muscle toning exercises are:

Ski Trainer/Chest Press, Air Walker/Leg raise, Leg raise/Twist trainer, Sit up bench/Dip bars, Seated row/Lat pull down.

Three quotations had been requested for the supply, installation and delivery for the above items from: Mant Leisure, Redlynch and The Great Outdoor Gym Company.

Quotations received (**copies previously circulated*):

Redlynch Leisure	Equipment:	£21,381.00
	Grass matting:	<u>£ 1,170.00</u>
		£22,551.00+VAT
Mant Leisure	Equipment:	£18,170.00
	Grass matting:	<u>£ 1,050.00</u>
		£19,220.00+VAT

The Great Outdoor Gym Company did not submit a quotation.

The equipment supplied by these companies is manufactured in the United Kingdom and currently meets all H&S requirements. Each item is provided with an information board providing instructions on how to use the equipment correctly.

Resolved:

To accept the quotation from Mant Leisure in the sum of £19,220.00+VAT (*Power to spend Public Health Act 1875 s.164*). To further consider the location of each item.

On behalf of the Town Council, Cllr Allen extended thanks to the Town Clerk for his efforts on The Old Thatched Inn project, the skate park and the outdoor gym.

RP&P.13/75 Library Car Park - Bovey Tracey:

Consideration was given to a suitable reply to an email received from Mrs Robillard Webb (**copy previously circulated*) asking the Town Council to support a request for Cllr. Gribble, Bovey Tracey's Devon County Councillor, to allocate part of his locality budget to fund works to the footway adjacent to the library car park to improve safety for pedestrians. Cllr. Gribble clarified the current financial situation at DCC and the administration of his locality budget. He explained that he was aware of the parking problem and sympathetic to pedestrians but considered that there were currently more urgent items to be

financed from his locality budget He hoped that the work may be able to be carried out in the future.

Resolved:

To reply to Mrs Robillard Webb explaining that it is not possible to carry out the work at present. It was agreed that when Cllr Gribble indicates that there is sufficient funds available and all relevant highway matters have been approved for the works, the Town Council will make an application to Cllr Gribble's locality budget.

RP&P.13/76 Tree Works - The Recreation Ground & Mill Marsh Park:

Consideration was given to granting permission for various necessary tree works to be undertaken, by Max Bayles Professional Tree Care Ltd, the Town Council's tree specialist and preferred contractor, at the Recreation Ground and Mill Marsh Park. Details and costs of the works had been previously circulated. The cost, as listed below, of these necessary works can be part funded by S106 monies as improvement works.

The Recreation Ground	£1500.00+VAT
Mill Marsh Park	£1100.00+VAT

As a comparison, an alternative quotation had been received for the works to dismantle the Scots Pine on the Recreation Ground boundary with Mr Rance's property (**copy previously circulated*). It was noted that Mr Rance is willing to share the costs of this work.

Max Bayles Professional Tree Care Ltd	£700.00+VAT
K J Thulborn Ltd	£788.00+VAT

Resolved:

To appoint Max Bayles Professional Tree Care Ltd to undertake the work as set out above at a total cost of £3300.00+VAT (*Power to spend LGA 1972 s.139*). It was further resolved to request Mr Rance to meet 50% of the cost of dismantling the Scots Pine on the Recreation Ground boundary.

RP&P.13/77 Devon County Council (DCC) Highways Budget Review 2014/15:

It was noted that the current revenue budget for the Highway Management Service is £28.75million. DCC is looking to reduce this by £6.9 million in 2014/15. DCC has a number of options which will allow them to meet this demand but these will have an impact on service delivery.

Details of the items under consideration for a reduction of service had been previously circulated. These include gully emptying, non-essential road markings, repairs to street lighting and the cutting of grass verges. Consideration was given to an appropriate response to these proposals.

Resolved:

To regretfully accept the proposals but request that priority areas are identified for the Parish Lengthsman to deal with.

RP&P.13/78 Christmas and New Year Arrangements:

It was noted that the office will close at 12.30pm on 20.12.13 and re-open at 9.00am on 2.1.14.

RP&P.13/79 Matters brought forward by the Town Clerk and Councillors: (**for information*)

Cllr Evans advised that Surestart is holding a children's disco at Heathfield Community Centre at 2pm on Saturday 7th December 2013. All Councillors are welcome to call in.

Cllr Gribble advised that as the Teign Valley Road will now not be closed, Teign Village Junior Football Team will not be seeking to use Bovey Tracey Football Club's pitch for training.

Cllr Elphick reported that cars are being parked opposite a driveway at Forbes Close, Heathfield.

Cllr Mrs Kerswell:

- i) Reported on the poor state of the pavements in Victoria Terrace.
- ii) Reported, on behalf of the Bovey Tracey Players, two maintenance issues at the Town Hall.
- iii) Advised that she had attended the Christmas Fayre and switching on of the lights on 30th November 2013.
- iv) Reported that she had received a reply from HRH The Queen's secretary stating that if a member of the Royal Family is in the area it may be possible to arrange a visit to view the Jubilee stained glass window at the Church.

Cllr Allen reported that he had attended the launch of the Nourish Event.

Mr Westwood (Town Clerk) reminded Councillors that an open evening is being held at the Youth Café on 6th December and the Civic Carol Service will be held at PPT Church on 19th December.

The meeting closed at 8.18pm.

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 2ND DECEMBER 2013 at 8.20pm.

Present:

The Town Mayor, Cllr M J Evans
The Deputy Town Mayor, Cllr E Kelly

Cllr A Allen	Cllr G J Gribble**/*
Cllr U Arnold	Cllr Mrs A J Kerswell*
Cllr R J Ashby	Cllr Mrs A M Klinkenberg*
Cllr Mrs D E M Black	Cllr S P Leigh
Cllr R A Bray	Cllr M Tregoning
Cllr D K Elphick	

**County Cllr
*District Cllr

In attendance:

Mr T J Westwood - Town Clerk
Mrs L M Warren

The meeting was chaired by Cllr Ashby.

Cllr Bray declared a personal interest in PL.13/70 b.

The Town Clerk updated Councillors on planning issues.

PL.13/69 Apologies for absence:

Cllr Ms C O Richardson (personal commitment).

PL.13/70 Consideration of Planning Applications:

TDC Applications listed to 8.11.13:

- a) Application withdrawn. Noted.
13/01692/FUL Construction of four dwellings in replacement of two dwellings already permitted under planning permission 11/00831/MAJ at former Cardew Pottery, Newton Road.

DNPA Applications listed to 8.11.13: None.

TDC Applications listed to 15.11.13: None.

DNPA Applications listed to 15.11.13:

- b) 0603/13 Certificate of Lawfulness for proposed new driveway and turning area at Lilac Cottage, Lower Brimley for Mrs S Hickmet.
Observations: No objection.

TDC Applications listed to 22.11.13:

- c) 13/03406/TPO Felling of one tree and pruning of one tree at Moorland Park, Old Newton Road for Mr R Smith, Renshar Ltd.
Observations: No objection.

TDC Applications listed to 29.11.13:

- d) 13/03467/TPO Felling of eight trees and pollarding of two trees at 45 Musket Road, Heathfield for Ms M Horn.
Observations: The Town Council referred this application to TDC's arboriculturist.

PL.13/71 Planning Decisions: Noted.

a) Approvals:

TDC:

- i) Single storey extension to front elevation at 1 St John's Close. (N/O)

DNPA:

- i) Block off existing field access and create one in new location, field at Hawkmoor. (N/O)

*The Town Council's submitted observations (No objections- N/O:
Objections- 0)*

PL.13/72 Christmas and New Year Arrangements:

It was noted that planning applications received during the recess will be available for inspection in the Town Council office w/c 16.12.13. Chairmen and Vice-Chairmen are particularly requested to inspect and comment on planning applications. Other Members are also welcome to inspect and comment on applications.

PL.13/73 General Planning Matters brought forward by Councillors:
(*For information only). None.

FINANCE, RESOURCES & GENERAL PURPOSES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 6TH JANUARY 2014 at 7pm

Present:

The Town Mayor, Cllr M J Evans
The Deputy Town Mayor, Cllr E Kelly

Cllr A Allen	Cllr G J Gribble**/*
Cllr U Arnold	Cllr Mrs A J Kerswell*
Cllr R J Ashby	Cllr Mrs A M Klinkenberg*
Cllr Mrs D E M Black	Cllr S P Leigh
Cllr R A Bray	
Cllr D K Elphick	

**County Cllr
*District Cllr

In attendance:

Mr T J Westwood - Town Clerk
Mrs L M Warren

Mr S Lee - DNPA Ranger
One member of the press
One member of the public

The meeting was chaired by Cllr Gribble.

Cllr Gribble opened the meeting and introduced Mr Simon Lee, the Dartmoor National Park Authority's (DNPA) Ranger for this area. Mr Lee gave a brief outline of the work he undertakes which involves maintenance to public rights of way, stiles and gates as well as assisting visitors to enjoy the Park and liaising with farmers and landowners.

Cllr Gribble thanked Mr Lee for his informative presentation.

Cllr Gribble declared a personal interest in FR&GP.14/10, FR&GP.14/12 & FR&GP.14/14.

FR&GP.14/01 Apologies for absence:

Cllr Ms C O Richardson (unwell).
Cllr M Tregoning (unwell).

FR&GP.14/02 Consideration of minutes of previous FR&GP Committee meeting held on 21.10.13: Noted.

Cllr Arnold joined the meeting at 7.10pm.

FR&GP.14/03 Accounts & Financial Statement:

The Financial Statement dated 6.1.14 (*copies circulated at the meeting) was received and adopted. The accounts were approved for payment.
The Town Clerk advised that a Section 106 payment of approximately £24,000.00 is expected from TDC.

FR&GP.14/04 Dispensation for Councillors in Respect of the Budget Process:

In accordance with the provision of the Localism Act 2011 in relation to the setting of Bovey Tracey Town Council's precept, Members present signed the dispensation request to allow all Town Councillors present to participate in setting the 2014/15 precept.

FR&GP.14/05 Bovey Community Care (BCC):

Consideration was given to a request from BCC (**copy of letter previously circulated*) for the Town Council to provide financial support over a three year term. It was noted that a financial contribution has been included in the suggested budget.

Resolved:

To support the request and provide a grant of £1500.00 per year for a three year term. (*Power to spend LGA (Misc. Provisions) 1976 s.19*)

FR&GP.14/06 Budget & Precept for 2014/15:

Consideration was given to the following:

- i) Adopting the suggested budget for 2014/15 (**copy attached*).
- ii) Setting the precept figure for 2014/15 at £172,165 (**details attached*).

Following clarification and discussion it was

Resolved:

- i) To agree to the suggested budget for 2014/15 as presented.
- ii) To set a precept of £172,165 for 2014/15. The Council Tax Support grant of £16,690 will be added to this making a total of £188,855, the figure on which Council Tax will be calculated.

FR&GP.14/07 Cemetery - Grave Digging Fees for 2014:

Consideration was given to adopting the revised fees, to take effect from 1.2.14, based on a 2% increase (rounded up) for the digging and preparation of graves by Mr N Brock, the Town Council's appointed grave digger.

The current fees are:

£327 per new double depth grave	revised fee £334
£286 per new single depth grave	revised fee £292
£286 to open an existing double grave	revised fee £292

Resolved:

To agree to the revised fees as set out above to take effect from 1.2.14.

FR&GP.14/08 Bovey Tracey Activities Trust (BTAT):

Ref. minute no. FR&GP.13/07. Consideration was given to extending BTAT's permission for the use of Mill Marsh Park car park on Wednesday mornings for a further 12 month period to 31.1.15. The current agreement is due to terminate on 31.1.14. (**Copy of new terms and conditions previously circulated*).

Resolved:

To renew the agreement with BTAT as set out above.

FR&GP.14/09 Old Thatched Inn (OTI):

Ref. minute no. RP&P.13/72. Two quotations (**copies previously circulated*) received for the demolition of the OTI were considered.

Quotation 1:	£16,780+VAT
Quotation 2:	£16,860+VAT

Resolved:

To accept Quotation 1 from K M Courtier Ltd for a sum of £16,780+VAT (*Power to spend LGA 1972 s.124*) providing confirmation is received in writing that this is a fixed price.

FR&GP.14/10 Bovey Tracey Farmers' Market:

Consideration was given to letter received from Mrs M Carpenter, manager of the Farmers' Market (**copy of letter previously circulated*) requesting the Town Council to consider selling the market stalls and storage trailer.

It was noted that:

The ownership of the market stalls and trailer was transferred into the ownership of the Town Council in September 2006 when the Bovey Tracey Community Forum, which had managed the market since its inception in 2001, ceased to operate and the Community Forum was subsequently dissolved.

The market has maintained the stalls and trailer at no expense to the Town Council. The rent for the storage of the trailer has also been paid by the market.

Resolved:

To sell the market stalls and trailer to Mrs M Carpenter, manager of the Farmers' Market, for a sum of £1000.00.

FR&GP.14/11 Action for Market Towns (AMT):

i) To support the future projects of the Regeneration Committee (**copy of minutes of meeting held on 3.12.13 previously circulated*), the Committee requested Members to consider joining AMT for an annual membership fee of £150+VAT via direct debit. Membership of AMT will be a valuable asset in providing advice and support to the Regeneration Committee.

Resolved:

To join the AMT for an annual membership fee of £150+VAT (*Power to spend LGA 1972 s111*).

ii) Members considered inviting AMT to provide a facilitating session for the Regeneration Committee and members on 28.1.14 from 4.30pm onwards at a cost of £450.00+VAT.

This session will provide the guidance currently required by the Regeneration Committee to develop their skills to address the challenges and problems in order to take forward their plans to attempt to make Bovey Tracey a thriving town.

Resolved:

To invite AMT to facilitate a session as set out above at a cost of £450.00+VAT (*Power to spend LGA 1972 s111*).

FR&GP.14/12 Electors Fund (EF) - Town Centre Manager:

Ref. Regeneration Committee minutes - Town Centre Manager.

Consideration was given to the request from the Regeneration Committee to support an application to Teignbridge District Council's (TDC) Electors Fund (EF) for a grant towards employing a Town Centre Manager on a part-time basis. The Town Council, as part of the EF's application condition, has received support from adjacent parishes including Hennock, Manaton, Lustleigh and Widecombe.

Resolved:

To apply to TDC's Electors Fund for a grant as set out above.

FR&GP.14/13 Town Hall Cleaner:

The Town Clerk advised that following the recent advertisement in the Quality Update newsletter Mrs Clare Beresford has applied for the post of Town Hall cleaner. Following consideration it was

Resolved:

To engage the services of Mrs Beresford on a self-employed basis for three hours per week at an hourly rate of £9.00, for an initial probationary period of three months.

FR&GP.14/14 DCC Review of Accommodation Strategy for Older People:

It was noted that DCC is hosting a series of events to gather the views of key stakeholders (**copy of letter previously circulated*). Consideration was given to nominating two representatives to attend one of the events.

Resolved:

To nominate Cllr Evans and Mr Westwood (Town Clerk) to attend the event in Exeter on 31 January 2014.

FR&GP.14/15 Matters brought forward by Councillors: (**for information only*).

Cllr Elphick enquired about the current status of the Business Association.

Cllr Allen reported on the recent flood damage in Mill Marsh Park.

Cllr Kelly reported that the Football Club's fence in Mill Marsh Park is damaged and requires urgent attention.

The meeting closed at 7.57pm.

**BOVEY TRACEY TOWN COUNCIL
BUDGETED INCOME & EXPENDITURE &
PROPOSED PRECEPT 2014/2015**

2014/2015:

Total Budgeted Expenditure 2014/2015	£	215,255
Total Budgeted Income (<i>deduct</i>)		26,400
Indicative Council Tax Support Scheme (CTSS) Grant (<i>deduct</i>)		<u>16,690</u>
		172,165

To maintain the current level of services provided by the Town Council (*please refer to attached Budget Forecast for 2014/15*), it will require an operating precepted income of £148,855.00 for 2014/2015, plus an additional £40,000 to continue to provide sufficient capital reserves for the provision of a new building on the Old Thatched Inn site.

Proposed Precept 2014/2015: £172,165 Based on 2692.6 Band D Properties*

Precept 2013/2014	£188,855	£64.04 per Band D property
Precept 2012/2013	£188,855	£64.04 per Band D property
Precept 2011/2012	£148,855	£50.32 per Band D property

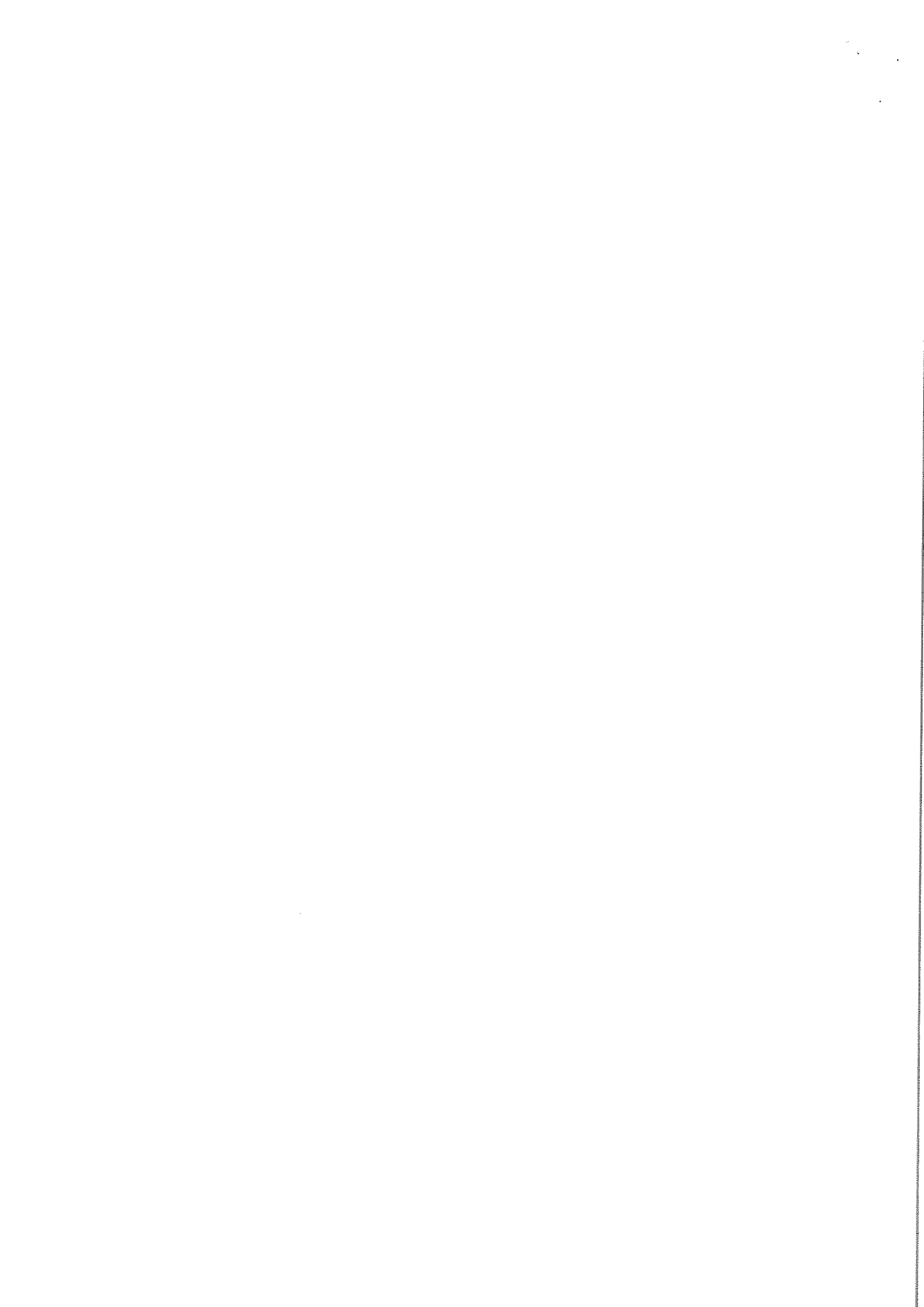
Precept figure for 2014/2015 for a Band D property £64.04 – No increase

Current Annual Cost per Property for 2013/14: Band Rates for 2014/15 taking into account the revised housing tax base and the CTSS Grant to maintain the current Band Rates for all properties.

	2013/14 Band Rates	Adjusted Precept Total for 2014/15
	HTB 2659.1	Based on HTB of 2692.6 Band D Properties with CTS of £16,690
Precept Figure	£170,285	£172,165
Band A (6/9 Band D)	42.66	42.62
Band B (7/9 Band D)	49.77	49.73
Band C (8/9 Band D)	56.88	56.83
Band D (9/9 Band D)	64.04	63.94
Band E (11/9 Band D)	78.21	78.14
Band F (13/9 Band D)	92.43	92.35
Band G (15/9 Band D)	106.65	106.56
Band H (18/9 Band D)	127.98	127.87

HTB: House Tax Base CTSS: Council Tax Support Scheme BTTC: Bovey Tracey Town Council

* The calculation of the precept figure is based on the estimated number of Band D properties for 2013/14 – 2659.1. The number of equivalent Band D properties for 2013/14 was 2659.1



<i>Income</i>	<i>Budget 2012/13</i>	<i>Actual 2012/13</i>	<i>Budget 2013/14</i>	<i>Inc. to 30.11.13</i>	<i>Budget 2014/15</i>
Precept	188855.00	170285.00	170285.00	170285.00	172165.00
Council Tax Support Scheme (CTSS)	0.00	16550.00	16550.00	16690.00	16690.00
CTSS Subsidy	0.00	2020.00	2020.00	2020.00	0.00
Interest	100.00	52.00	100.00	54.00	100.00
Allotments & Brinley Field	1800.00	2615.00	1800.00	200.00	2000.00
Town Hall Lettings	4000.00	5954.00	4000.00	4630.00	4000.00
Burial Fees	12000.00	18836.00	12000.00	12251.00	12000.00
Other Income	3500.00	7292.00	3500.00	2920.00	3500.00
Insurance Payment - Mill Marsh Park	0.00	0.00	0.00	20794.00	0.00
P3 & Other Grants	1000.00	7150.00	1000.00	7609.00	1000.00
Christmas Lights	2000.00	1363.00	2000.00	30.00	2000.00
Britain In Bloom	1800.00	1800.00	1800.00	2000.00	1800.00
106 Grants	0.00	0.00	0.00	33206.00	0.00
Heritage Centre	0.00	0.00	0.00	412.00	0.00
Total	215055.00	233917.00	215055.00	273101.00	215255.00

Expenditure	Budget 2012/13	Actual 2012/13	Budget 2013/14	Exp. To 30.11.13	Budget 2014/15	Specific Expenditure 2014/15	£
Allotments	1200.00	2263.00	1200.00	383.00	1200.00	Regeneration Project	2500.00
Town Hall	9000.00	6542.00	9000.00	6440.00	9000.00	Youth Provision - BTYA	7500.00
Cemetery1	13000.00	11133.00	13000.00	9124.00	13000.00	Heathfield Youth Project	2000.00
Britain in Bloom	3000.00	4563.00	3500.00	3886.00	4000.00	Old Thatched Inn	40000.00
Bus Shelters	500.00	0.00	500.00	0.00	500.00	Bovey Community Care	1500.00
Recreation Grounds	16000.00	22521.00	16000.00	10700.00	16000.00		53500.00
Establishment Expenses	25000.00	27628.00	25000.00	17639.00	25000.00		
Wages, N.I. & Pensions	66000.00	65780.00	66000.00	43501.00	66000.00	Previous Precepts:	
Replacement Photocopier	0.00	0.00	0.00	6640.00	0.00		
Pottery Leat	200.00	0.00	200.00	0.00	200.00	Precept 2013/2014 with subsidies	188855.00
Christmas Lights	4000.00	6172.00	5000.00	0.00	5000.00	Precept 2012/2013	188855.00
Election	4000.00	5838.00	6000.00	0.00	6000.00	Precept 2011/2012	148855.00
Contingency	5000.00	0.00	5000.00	0.00	15005.00	Precept 2010/2011	148855.00
Information Centre	500.00	500.00	750.00	0.00	750.00		
Parish Paths Partnership	100.00	100.00	100.00	0.00	100.00	106 Projects & Insurance Works 2013/14	
Heathfield Youth Project	2000.00	1830.00	2000.00	740.00	2000.00		
BTYA	5000.00	5000.00	5000.00	3333.00	7500.00	Riverbank Works - Rural Aid	5000.00
The Old Thatched Inn	40000.00	9344.00	40000.00	2125.00	40000.00	Riverbank Works - S106	6387.00
Regeneration Project	0.00	0.00	0.00	0.00	2500.00	New Play Equipment	19516.00
Bovey Community Care	0.00	0.00	0.00	0.00	1500.00	Resurfacing Rec. Gd. Entrance	2672.00
Mosaic Project	0.00	1000.00	0.00	0.00	0.00	Insurance Claim	20794.00
Heritage Centre	0.00	2885.00	0.00	1890.00	0.00	Play Surface Works	4702.00
Community Land Consultation	0.00	4971.00	0.00	0.00	0.00		59071.00
S106, Insurance & Rural Aid Works	0.00	0.00	0.00	59071.00	0.00		2020.00
CTSS Deficit	0.00	0.00	2020.00	2020.00	0.00		0.00
Half Marathon	0.00	357.00	0.00	0.00	0.00		0.00
Diamond Jubilee (window)	5000.00	5943.00	0.00	3905.00	0.00		0.00
Total	199500.00	184270.00	200270.00	171397.00	215255.00		

Accounts paid up to 29.11.13

		£
21.10.13	N Brock	286.00
"	D K Elphick	30.00
"	Andrew Johnson	4686.00
"	S W Water Ltd	41.49
"	TDC (Rates)	1970.00
"	Firewatch SW Ltd	203.70
31.10.13	Bovey Tracey Youth Action	416.66
"	PHS All Clear	360.00
"	Castles of Dawlish	52.36
"	WPS Ltd	10.00
"	P J Bevans	95.00
"	Max Bayles Professional Tree Care Ltd	336.00
6.11.13	Arnolds	12.99
"	Orchard Print Supplies	270.00
"	K M Courtier Ltd	460.34
"	1 st Office Equipment Ltd	7968.00
11.11.13	N Brock	327.00
"	RBL Poppy Appeal	18.50
"	PHS All Clear	240.00
"	Castles of Dawlish	59.28
"	Teignbridge District Council	104.91
"	S W Water Ltd	380.95
"	EDF Energy 1 Ltd	77.86
26.11.13	Robin Ray Ltd	25.00
"	Brimley Post Office	100.00
"	Mole Valley Farmers Ltd	19.68
"	Plants Direct (S. West) Ltd	319.20
"	1 st Office Equipment Ltd	414.38
"	S W Water Ltd	0.59
"	Society of Local Council Clerks	<u>184.00</u>
		<u>19,469.89</u>

Wages/Salaries5300.00Direct Debits

28.10.13	Elitetele.com	49.86
1.11.13	Aviva	489.03
"	Southern Electric	327.97
"	Pulse8broadband	22.00
5.11.13	Orange Payt.	36.97
6.11.13	UK Fuels Ltd	79.87
28.11.13	Elitetele.com	<u>52.33</u>
		<u>1058.03</u>

Accounts paid up to 3.1.14

		£
3.12.13	Clifford Coombes	26.00
"	N Brock	286.00
"	Devon & Cornwall Newspapers Ltd	30.00
"	B T Youth Action	416.66
"	C R Willcocks	899.99
12.12.13	Teignbridge District Council	40.00
"	Mant Leisure	26,288.40
"	I Tech Trading & Locomotion Marketing	315.00
"	PHS All Clear	240.00
"	S W Water Ltd	7.04
"	Mole Valley Farmers Ltd	10.99
"	B T Methodist Church	29.90
"	Arnolds	13.73
"	Bovey Handloom Weavers	52.00
17.12.13	Torbay Display	7176.00
"	Bovey Court Garage	292.92
"	Post Office Ltd	220.00
"	Clive Parker	52.00
"	Loughtons	52.00
20.12.13	Moorgate Veterinary Group	52.00
		<u>36,500.63</u>

Wages/Salaries 5444.01

Direct Debits

2.12.13	Aviva	489.03
"	Puls8broadband	22.00
4.12.13	UK Fuels Ltd	139.15
5.12.13	Orange Payt.	36.97
"	Southern Electric	22.98
"	" "	75.66
"	" "	213.79
24.12.13	British Gas	418.32
30.12.13	Elitetele.com	49.34
2.1.14	Aviva	489.03
"	Pulse8broadband	22.00
		<u>1978.27</u>

Financial Statement 6 January 2014

Accounts to be paid

	£
Max Bayles Professional Tree Care Ltd	720.00
" " " " " "	600.00
" " " " " "	2640.00
M I Davey	250.00
Equiptest Ltd	403.20
Michelle Greenwood-Brown	150.00
Mole Valley Farmers Ltd	16.80
" " " "	12.60
" " " "	8.16
" " " "	49.99
T J Westwood	238.71
Bovey Tracey Youth Action	416.66
	<u>5506.12</u>

Balance in General Account:	13,398.13
Accounts to be paid:	<u>5,506.12</u>
	7,892.01
Business Instant Access Account:	<u>163,902.81</u>
	<u>171,794.82</u>

REGENERATION COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER ON
TUESDAY 3RD DECEMBER 2013 at 6.00pm

Present:

The Town Mayor, Cllr M J Evans
The Deputy Town Mayor, Cllr E E Kelly

Cllr R Bray
Cllr S Leigh

Town Clerk T J Westwood

Miss E Steer Devon Guild of Craftsmen & Bovey Tracey Information Centre
Mrs J Eames Bovey Tracey Business Association
Mr M Lacey Bovey Tracey Business Association
Mrs G Mann The Cheese Shed & Deliman
Mrs J Mason Spin a Yarn

The meeting was chaired by the Deputy Town Mayor Cllr Kelly

The Chairman welcomed Mrs Mann and Mrs Mason to the meeting and thanked them for agreeing to attend.

Apologies for absence:

Mr R Arnold Bovey Tracey Business Association

Consideration of minutes of previous meeting held on 1.10.13:

Noted

Review of Marketing Your Town

Those members of the committee who had attended the event gave positive feedback and confirmed it had provided very useful information on how to market a town, for both visitors and residents. The full report on the event can be found by clicking on the following link:

<http://towns.org.uk/2013/07/09/marketing-your-town-improving-your-town-or-villages-visibility-footfall-ivybridge/>

It is anticipated that a number of suggestions coming out of the event will be incorporated into the Regeneration Strategy for Bovey Tracey.

Town Centre Manager

The Town Clerk confirmed that Lustleigh, Hennock, Manaton and Widecombe Parish Councils have agreed to support the application to Teignbridge District Council's Electors Fund to part finance a possible Town Centre Manager. It was agreed to request at the Finance, Resources & General Purposes (FR&GP) committee meeting on 6.1.14, to approve an application to be made to the Teignbridge District Council's Electors Fund, with a view to employing a Town Centre Manager, initially on a part-time basis.

Action for Market Towns (AMT)

A wide-ranging discussion took place on the services AMT could provide to assist the Regeneration Project. It was agreed to request at the Finance, Resources & General Purposes (FR&GP) committee meeting on 6.1.14, to approve an application to become a member of AMT at an annual cost of £170.00 + VAT. The Town Clerk was requested to contact AMT to determine what other services they could provide to assist the committee.

Bovey Tracey Business Association

Mrs Eames confirmed, that due to the reluctance of members to take on roles of responsibility within BTBA, the Association will continue only to offer social opportunities to its members and management of its website.

Date of the Next Meeting: 28th January 2014 - Time to be confirmed

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 6TH JANUARY 2014 at 8pm.

Present:

The Deputy Town Mayor, Cllr E Kelly

Cllr A Allen
Cllr U Arnold
Cllr R J Ashby
Cllr Mrs D E M Black
Cllr R A Bray
Cllr D K Elphick

Cllr G J Gribble**/*
Cllr Mrs A J Kerswell*
Cllr Mrs A M Klinkenberg*
Cllr S P Leigh

**County Cllr
*District Cllr

In attendance:

Mr T J Westwood - Town Clerk
Mrs L M Warren

The meeting was chaired by Cllr Ashby.

Cllr Gribble declared a personal interest in PL.14/02 a & d.

PL.14/01 Apologies for absence:

The Town Mayor, Cllr M J Evans (attending another meeting)
Cllr Ms C O Richardson (unwell).
Cllr M Tregoning (unwell).

PL.14/02 Consideration of Planning Applications:

DNPA Applications listed to 22.11.13: None.

DNPA Applications listed to 29.11.13:

- a) 0621/13 Erection of gym and workshop extension to existing dwelling at High Wray, 15 Hawkmoor Parke for Mr B & Mrs Y Clargo. (*Amended plan included*).
Observations: No objection.

TDC Applications listed to 6.12.13: None.

DNPA Applications listed to: None.

TDC Applications listed to 13.12.13:

- b) 13/03481/FUL First floor side extension at 22 St. Peters Close for Mr J & Mrs S Walker.
Observations: No objection.
- c) 13/03498/FUL Extension and modernisation of dwelling to include loft conversion with dormers at 2 Bridge Cottages, Pottery Road for Mr S Shorland.
Observations: No objection.

- d) 13/03592/TPO Pruning of oak tree at Challabrook, Brimley Road for Mr C Dumont.
Observations: Application referred to TDC's arboriculturist.

DNPA Applications listed to 13.12.13:

- e) 13/0054 Fell three sycamore trees at St Lukes, 5 Hawkmoor Parke for Mr G Trott.
Observations: Noted.

TDC Applications listed to 20.12.13:

- f) 13/03644/TPO Pruning of trees at 2 Redwoods, Ashburton Road for Mr & Mrs A Mooney.
Observations: Application referred to TDC's arboriculturist.

DNPA Applications listed to 20.12.13:

- g) 13/0056 Pollard one oak tree St Lukes, 5 Hawkmoor Parke for Mr G Trott.
Observations: Noted.

PL.14/03 Planning Decisions: Noted.

a) Approvals:

TDC:

- i) Continuation of existing use without compliance with planning condition 2 of 05/02433/VAR & 12/03005/FUL and condition 3 of 07/05226/FUL (restricting company name) at Prestige Furniture Ltd, Battle Road, Heathfield. (N/O)
ii) Change of use from shop to ground floor flat at 29 Fore Street. (O)
iii) Single and two storey extensions to form additional living accommodation at 39 Ashburton Road. (N/O)
iv) Two non-illuminated fascia advertisement signs and two non-illuminated free-standing advertisement sign at Licensed Wholesale Company, King Charles Business Park, Old Newton Road, Heathfield. (N/O)
v) Erection of conservatory to rear at 35 De Tracey Park. (N/O)
vi) Conservatory to south west elevation at 1 Moor Lane. (N/O)
vii) Pruning of one beech tree at 6 Albert Terrace, Station Road. (N/O)
viii) Pruning of two trees at 4 Drake Road. (N/O)
ix) Pruning of two trees at The Lawns, Devon House Drive. (N/O)
xi) Single storey enclosed verandah and balcony extension at Hummersknott, Lowerdown. (N/O)
xii) Loft conversion to include front and rear dormers and increase to roof height and refurbishment works to include replacement of bay window with patio doors. (N/O)
The Town Council's submitted observations (No objections- N/O: Objections- O)

Confirmation of Tree Preservation Order: Land surrounding Indio House, Newton Road.

PL.14/04 General Planning Matters brought forward by Councillors:
(*For information only).

Cllr Allen referred to the Inspector's interim report on the Teignbridge Local Plan and noted variations.

Cllr Elphick referred to the recent approval for the change of use from shop to ground floor flat at 29 Fore Street and advised that the owner currently had no intention to carry out the conversion.

Mr Westwood (Town Clerk) advised that the demolition notification for the Old Thatched Inn has been validated by TDC. A decision date is expected to be 20th January 2014, following public consultation.

The meeting closed at 8.20pm.

