

TERRY.



BOVEY TRACEY TOWN COUNCIL

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

1st July 2014

Dear Councillor,

You are hereby summoned to attend a meeting of Bovey Tracey Town Council which will be held in the Town Hall, Bovey Tracey on Monday 7th July 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.14/18. 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.14/19. Minutes:

To confirm the Minutes of the Annual Meeting of the Town Council held on 12.5.14 (*copy enclosed).

FC.14/20. Recreation, Parks & Property (RP&P) Committee:

To receive the Report of the meeting held on 2.6.14 (*copy enclosed).

FC.14/21. Finance, Resources & General Purposes (FR&GP) Committee:

To receive the Report of the meeting held on 23.6.14, the Financial Statement dated 23.6.14 and the Accounts paid up to 20.6.14(*copies enclosed).

FC.14/22. Planning Committee:

To receive the Reports of the meetings held on 2.6.14 & 23.6.14 (*copies enclosed).

FC.14/23. 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.14/24. Public Toilets - Recreation Ground:

Ref. min. no. FR&GP.14/54(i). The Town Clerk and Cllr Gribble have held negotiations with Teignbridge District Council (TDC) regarding the transfer of the ownership and management of the public toilets at the Recreation Ground to Bovey Tracey Town Council (BTTC) with effect from 1.7.14.

Members are now requested to confirm the Town Clerk's delegated decision (LGA 1972 s.101) to approve the transfer of the building into the ownership of the Town Council. Members are also requested to confirm the appointment of Specialist Hygiene Services to undertake the cleansing and sanitary waste services contracts. Contract details will be circulated prior to the commencement of the meeting.

FC.14/25. Devon Youth Services - Heathfield:

Ref. min. no. FR&GP.14/54(ii). Following Devon County Council's (DCC) decision on 11.6.14 to retain a professional youth service and area based youth centre hubs at various locations in the county (**details enclosed*), DCC is now inviting local communities to develop their own local youth service and use or take responsibility for buildings which will become surplus to DCC's requirements. Some funding grants will be available on application for advice and infrastructure support. Further funding will be available for community start up and seed funding grants to help communities develop local provision for young people.

Cllr Gribble will provide an update on how these decisions will affect the youth facility at Heathfield and if any action is required by the Town Council in order to retain this important facility in response to DCC's process to assess community proposals and allocate the one-off funding consultation process due to close on 13.7.14.

Dependent upon Cllr Gribble's feedback on the future of the Heathfield facility as a possible outreach project, any decision by the Town Council in expressing an interest in applying for funds to continue the Heathfield youth facility as a community project will require the active involvement of members of the Heathfield community to undertake the project.

The Town Council currently owns the youth facility buildings located on the Battle Road site which is kindly provided, without charge, by Ms M Crausez of Sparkworld Ltd.

FC.14/26. Leisure Services - Teignbridge District Council:

To consider an appropriate response to a letter received from Moretonhampstead Parish Council (**copy enclosed*) regarding its concern about the way in which leisure facilities are funded throughout the District, which in Moretonhampstead Parish Council's considered opinion seems disproportionate to these facilities being fairly accessible to all residents of Teignbridge.

FC.14/27. Devon Libraries Consultation

Ref. min no. RP&P.14/32. The current consultation on Devon County Council's review on the delivery of library services is due to close on 17th July 2014 (**copy of the consultation document previously circulated*). A proposed draft response is set out below.

For Bovey Tracey Town Council to work collaboratively with Devon Library Service to explore options to determine if the library could be, in principle, re-located into the proposed new development on the Old Thatched Inn site and to request that the present library building is transferred into the ownership of the Town Council for community use. Obviously there are personnel and financial implications which would require careful consideration.

For Information:

Cllr Croad and Ms Eastell will be attending the Recreation, Parks and Property meeting on 21.7.14 to discuss this option further

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

SIGNED.....

T.J. Westwood

DATE.....

3/7/14

T J WESTWOOD
TOWN CLERK

THE ANNUAL MEETING OF THE TOWN COUNCIL HELD IN THE TOWN HALL
ON MONDAY 12TH MAY 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 Ms C O Richardson
Cllr D K Elphick	Cllr M Tregoning

**County Cllr
* District Cllr

In attendance:

Mrs Muriel Rumford - Newly elected Representative of the Lord of the Manor of Bovey Tracey
Amy Barnett, Thomas Johnson, Serena Uzzell, Morgan White, Libby Wray and Joshua Wylie - Nominees for the Young Citizen of the Year Award 2013/14.
Rev. Kevin Hooke - Chaplain to the Council
PCSO Paul Wilson
Two members of the press
21 Members of the public

Mr T J Westwood - Town Clerk
Mrs L M Warren

The Retiring Town Mayor, Cllr Evans, invited the Reverend Kevin Hooke to lead Prayers for those who wished to take part before the meeting was opened.

The first part of the meeting was chaired by the retiring Town Mayor, Cllr Evans who welcomed everyone present. He read out the nomination briefs for the nominees for the Young Citizen of the Year Award 2013/14 and thanked them for their voluntary activities. He also thanked the judges and all those who had made the nominations. Cllr Evans then announced that the winner of the Young Citizen of the Year Award 2013/14 was Amy Barnett. He presented the certificate to Amy and commendation certificates to the other nominees. *Photographs were taken.*

The retiring Town Mayor then presented a framed certificate to Mrs Muriel Rumford, the newly elected Representative of the Lord of the Manor of Bovey Tracey for 2014/15.

He praised Mrs Rumford for the contribution she has made to the community over many years, particularly through her involvement with the Methodist Church and voluntary work with the Scouts, Swimming Pool, Bovey Community Care and various Committees.

In reply, Mrs Rumford thanked the Town Council for the award and those who had nominated her. She stated that she felt honoured and would treasure the award. *Photographs were taken.*

It was noted that Mr Keith Westlake, the other nominee, had been unable to attend. A framed certificate in recognition of his voluntary contribution to the Parish will be forwarded to him.

Cllr Evans stated that it had been an honour and pleasure to serve as Town Mayor for the past year.

14/01. Election of the Town Mayor & Chairman of the Council 2014/2015:

Cllr Evans nominated Cllr Kelly as Town Mayor for 2014/15 and Cllr Kelly accepted nomination.

Resolved:

As there were no other nominations, Cllr Kelly 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 Kelly. *Photographs were taken.*

Cllr Kelly stated that he was proud and honoured to accept the position of Town Mayor. He thanked his fellow Councillors for electing him and said that he was looking forward to his year in office.

Cllr Kelly chaired the remainder of the meeting.

One member of the public left the meeting.

14/02. Election of Deputy Town Mayor for 2014/15:

Cllr Kelly nominated Cllr Gribble as Deputy Town Mayor and Cllr Gribble accepted nomination.

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

Resolved:

A vote took place and Cllr Arnold was duly elected.

The Town Mayor presented the Deputy Town Mayor's Chain of Office to Cllr Arnold. *Photographs were taken*

Cllr Arnold thanked his fellow Councillors for electing him and stated that he would support Cllr Kelly to the best of his ability.

14/03. Apologies for Absence: None

**Public Participation Session:

Commenced at 7.20pm and finished at 7.25pm. *(Report attached)*

Two members of the public joined the meeting at 7.20pm

14/04. Election of Committees:

It was noted that the 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 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.

Ten members of the public left the meeting.

14/05. 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 Ashby, Bray & Mrs Kerswell
- g) Bovey Tracey Fairtrade Steering Group - Cllrs Arnold & Leigh
- h) Bovey Tracey Neighbourhood Watch - Cllr Allen
- i) Bovey Tracey Information Centre - Cllr Elphick

14/06. Minutes:

It was noted that Cllr Gribble had declared an interest in FC14/15. The Minutes of the Full Council Meeting held on 17.3.14 were then confirmed as a true record and duly signed by the Town Mayor (**copy previously circulated*).

14/07. Recreation, Parks & Property (RP&P) Committee:

The Report of the meeting held on 14.4.14 was received and adopted (**copy previously circulated*).

14/08. Finance, Resources & General Purposes (FR&GP Committee:

The Report of the meeting held on 28.4.14, the Financial Statement dated 28.4.14 and the Accounts paid up to 25.4.14 were received and adopted (**copies previously circulated*).

14/09. Planning Committee:

The Reports of the meetings held on 31.3.14, 14.4.14 & 28.4.14 were received and adopted (**copies previously circulated*).

14/10. The Retiring Town Mayor's Interests:

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

***A short adjournment took place from 7.30pm to 7.37pm to allow for questions, reports and representations by members present: from the County, District and Town Councillors. (Report attached).*

The meeting closed at 7.37pm.

Bovey Tracey Town Council

Report of the questions, reports and representations which took place during the adjournments of the Town Council meeting held on Monday 12th May 2014.

Reports and comments from members of the public:

Rev. Kevin Hooke:

- a) Congratulated all those who had received awards.
- b) Referred to the Inspire Festival taking place from 7th - 29th June and made particular reference to the Kids' Fairtrade Cookery and the Youth Action Day.
- c) Advised that the Children's Holiday Club will take place during the week commencing 28th July and should be able to involve 60 to 70 children.

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

- a) 22 crimes had been recorded during the recent period.
- b) A further 71 other incidents were also reported in the area which included 9 reports of anti-social behaviour.

Reports from County, District and Town Councillors:

DCC, TDC and Town Cllr Gribble reported on various DCC issues and advised that work on the new slip road at Drumbridges will commence later this month. Work on the Wray Valley Trail continues with the plan to provide a bridge over the A38 at Heathfield. Consultations continue regarding the library services, youth service provision and care homes. Work on the provision of a footway in Newton Road should commence shortly. At TDC he noted that Plan Teignbridge has been adopted and reviews of leisure facilities and refuse collection continue.

District Cllr Mrs Klinkenberg also noted that Plan Teignbridge has been adopted. She advised that she Chairs the Regulatory and Appeals Committee and sits on the Planning Committee. Locally she noted that she had attended the skate park tender meeting and the public meeting regarding options for the provision of a new primary school.

District Cllr Mrs Kerswell advised that she is member of the Planning Committee. She had attended the public meeting regarding options for the provision of a new primary school. She noted that the staff at the local hospital had received an award acknowledging the care they extend to patients.

Cllr Elphick reported that he had attended meetings of the Information Centre Trust and Heathfield Community Centre Trust.

Cllr Leigh advised that he had chaired a recent meeting of the Regeneration Committee. He considered that the regeneration of the town was an important project.

Cllr Allen referred to the Communications Group which provides a response to the public on strategic issues. He thanked his fellow members, Cllrs Evans, Kelly, Arnold and Leigh for their efforts.

Cllr Bray reported that he had attended the recent Regeneration Committee meeting and a meeting of the Exhibition Foundation Trust. He advised that any young people seeking grants towards further education should apply to the Trust.

Mr Westwood (Town Clerk) thanked the retiring Town Mayor, Cllr Evans for hosting a successful Council Dinner on 9th May 2014.

The Retiring Town Mayor, Cllr Evans had attended the following:

- | | |
|---------|---|
| 7.4.14 | Regeneration Committee meeting |
| 8.4.14 | Meeting with Bovey Tracey Primary School Governors. |
| 8.4.14 | 100 th Anniversary of Rotary Club |
| 12.4.14 | Heritage Trust Open Day |

RECREATION, PARKS & PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 2nd JUNE 2014 at 7pm

Present:

The Town Mayor, Cllr E Kelly

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

In attendance:

Mr T J Westwood - Town Clerk
Mrs L M Warren

Mrs M Rumford - Lord of the Manor Representative 2014/15
Mrs S Collins - Lord of the Manor Representative 2013/14
Mr D Cartwright & Mr N Gillingham - Bovey Tracey Players' Representatives
Two members of the public

The meeting was opened by the Town Mayor, Cllr Kelly.

Prior to the commencement of the meeting:

i) Mrs S Collins, Representative of the Lord of the Manor of Bovey Tracey for 2013/14, presented the Chain of Office to Mrs M Rumford, the newly elected Representative of the Lord of the Manor for 2014/15.

Mrs Collins, Mrs Rumford and one member of the public left the Council Chamber at 7.02pm.

ii) Mr D Cartwright and Mr N Gillingham, representatives of The Bovey Tracey Players, addressed Councillors regarding their considerations for the future use of the Town Hall if the Town Council move. They indicated that they would like the hall to continue to be used for the community and considered that refurbishment of the kitchen, toilet facilities and heating system would be beneficial. Cllr Gribble offered to provide the Community Asset Transfer Fund paperwork to Mr Cartwright and Mr Gillingham for their information. The Town Clerk agreed to forward a copy of the feasibility study undertaken on behalf of the Town Council. It was noted that the Town Council had no date in mind for moving.

Mr Cartwright and Mr Gillingham thanked the Councillors for their time and then left the Council Chamber at 7.12pm.

RP&P.14/23 Apologies for Absence:

Cllr U Arnold (Holiday)
Cllr M J Evans (Attending another meeting)
Cllr S P Leigh (Holiday)

Cllr Gribble declared an interest in items RP&P.14/31, 14/32 & a pecuniary interest in item RP&P.14/33

**Public Participation Session: No comments.

RP&P.14/24 Election of Chairman of the Recreation, Parks & Property Committee (RP&P) 2014/15:

Cllr Allen was nominated and accepted nomination.

Resolved:

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

The remainder of the meeting was chaired by Cllr Allen. He congratulated Cllr Gribble on becoming the Chairman of Devon County Council

RP&P.14/25 Election of Vice-Chairman of the Recreation, Parks & Property Committee (RP&P) 2014/15:

Cllr Mrs Kerswell was nominated and accepted nomination.

Resolved:

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

RP&P.14/26 Appointment of Sub-Committees:

Members were appointed to the following Sub-Committees of the Town Council:

Section 106 Sub-Committee - Cllrs Kelly, Allen, Evans, Gribble, Mrs Klinkenberg and Leigh.

Regeneration Sub-Committee - Cllrs Kelly, Bray, Elphick, Evans, Mrs Klinkenberg and Leigh.

RP&P.14/27 Consideration of minutes of previous meeting held on 14.4.14: Noted.

RP&P.14/28 Accounts:

The Financial Accounts paid up to 30.5.14 were received and approved (**copies circulated at the meeting*).

RP&P.14/29 Bullands Field:

Consideration was given to a request from the organisers of The Nourish Festival to use Bullands Field for the parking of traders' vehicles only on Saturday 6th September 2014. Stewards will be provided to ensure only traders use the field.

It was noted Bovey Tracey Football Club has been contacted and has confirmed that the Club will not be using the field on 6th September.

Resolved:

To grant the request.

RP&P.14/30 Mill Marsh Park:

Consideration was given to a request from the Seeing Charity, who support people with sight loss, to use Mill Marsh Park on 22nd June 2014 for a summer fete.

Resolved:

To grant the request on the understanding that no admission charge will be made to those attending the event.

RP&P.14/31 Children's Centre Review:

The current consultation on Devon County Council's review on the delivery of Children's Centre Services is due to close on 6th June 2014 (**copy of the consultation document previously circulated*). It was noted that a Children's Centre is located at St Catherine's Primary School. Consideration was given to the following proposed draft response:

Please do not remove this essential resource for Heathfield. In rural Devon, there is lack of community centres and these children's centres are a place where families with young children can go and avoid living in isolation. It is not just disadvantaged families who use these centres, many middle class families use them too!

Bovey Tracey Town Council is particularly concerned with regard to Devon County Council's (DCC) proposal contained in the consultation document,

which indicates that Children Centres located adjacent to schools may well close and be relocated elsewhere, which may not prove easily accessible to families who use these important facilities within this catchment area.

If there is a possibility of the closure of the Children's Centre at Heathfield, in addition to the proposed cuts to Devon Youth Service provision in Heathfield, this will leave some of the most vulnerable people within our community with no support. Children are not meant to be brought up in isolation in nuclear families. Children's Centres provide a social opportunity for young children and mothers, to support each other and enjoy a safe space for their children to play. These centres are a great asset in our communities.

Following discussion it was

Resolved:

To forward the response as set out above to DCC.

RP&P.14/32 Devon Libraries Consultation:

The appointed working party (ref. Min. no. FR&GP.14/38) has recently met with Mrs J Paxman, Bovey Tracey Librarian and Mrs Paxman's line manager. A wide ranging discussion took place regarding the proposals set out in the consultation document (*previously circulated). Cllr Kelly provided a brief resume of the meeting. Consideration was given to the following proposal:

For Bovey Tracey Town Council to work collaboratively with Devon Library Service to explore options to determine if the library could be, in principle, re-located into the proposed new development on the Old Thatched Inn site and to request that the present library building is transferred into the ownership of the Town Council for community use. Obviously there are personnel and financial implications which would require careful consideration.

Resolved:

To accept the proposal as set out above. To invite Cllr Roger Croad and Ms Ciara Eastell, Head of Devon Libraries, to a meeting to further discuss the proposals. To make further enquires regarding the community right to bid for the current library

Cllr Gribble left the Council Chamber at 7.37pm.

RP&P.14/33 Replacement School Proposal:

The Town Clerk provided an update on the progress of this proposal. (*Copy of correspondence (for information only) from Mr M Still & Mr P Shears, TDC regarding the proposal previously circulated.) The Town Clerk advised that it is necessary to obtain clarification regarding the legal aspect to establish if the Town Council has the statutory powers to proceed with the proposal. He circulated copies to Councillors present of a draft update which contains a resume of questions and responses made at the public meetings. The update will be placed on the Town Council's website. He also noted that interest in other land for the provision of a supermarket was being expressed.

Cllr Gribble returned to the Council Chamber at 7.47pm.

Cllr Mrs Black enquired when the hanging baskets were expected.

Cllr Kelly:

- i) Referred to the proposed outside area at the children's centre at St Catherine's Primary School and enquired about funding sources.
- ii) Advised on the lack of signage at Heathfield for St Catherine's Primary School.

Cllr Elphick reported that some dog owners are not keeping their dogs on leads at the Recreation Ground.

Cllr Ms Richardson advised that patients admitted to the hospital are not always residents of the town.

Cllr Allen reported that he had received many compliments about the outdoor gym equipment in Mill Marsh Park.

Mr Westwood (Town Clerk) reminded Councillors that the opening and private viewing of the Craft Fair takes place at 6pm on 5th June.

The meeting closed at 7.53pm

**REGENERATION COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER ON
WEDNESDAY 4TH JUNE 2014 at 6.00pm**

Present:

The Town Mayor, Cllr E E Kelly

Cllr R Bray

Cllr M Evans

Cllr Mrs A Klinkenberg

Town Clerk T J Westwood

Mrs J Eames Bovey Tracey Business Association

Mrs G Mann The Cheese Shed & Delimann

Mrs J Mason Spin a Yarn

Miss E Steer Devon Guild of Craftsmen

Mr M Lacey Dartmoor Gallery

The meeting was chaired by the Town Mayor, Cllr Kelly

Apologies for absence:

Cllr S Leigh

Consideration of minutes of previous meeting held on 11.3.14 & 22.4.14:

Noted

Replacement School Update

Cllr Kelly provided an update of the three public meetings held regarding this proposal as per the minutes of the Regeneration Committee dated 22.4.14. A more detailed update is now provided on the Town Council's website www.boveytracey.gov.uk/news-article.php?n=118. The Town Council are currently seeking further free legal advice from the National Association of Councils and Devon County Council to determine if the Town Council has the statutory powers to consider this proposal further.

Town Centre Manager/Marketing Strategy

The Town Clerk updated members on the progress of this project to date. Due to the increased work load for the council in regards to the replacement school proposal, no further work has been undertaken to progress the preparation of the Marketing Strategy or appointment of the Town Centre manager. A possible template for the marketing strategy is the Durham Tourism Management Plan 2012-2016. The Town Clerk agreed to circulate a copy for consideration. The Town Clerk circulated an email from Mr Still, a local resident, providing ideas/suggestions on marketing Bovey Tracey. It was agreed to contact Mr Still to determine if he would consider being involved with the Regeneration Committee.

Website

The Town Clerk informed the committee that he had identified a suitable website to base the proposed upgrade of the Town Council's site. This is the Redruth website, which can be found at <http://www.visitredruth.co.uk/World-Heritage-Tourist-Information/Default.aspx>. Members put forward a number of possible web design companies for consideration, which the Town Clerk agreed to explore.

Town Centre Enhancements

This matter has not been progressed any further at present. It was agreed to invite Mr Brunt to the next meeting to discuss the committees proposals as listed in the minutes dated 11.3.14.

The meeting closed at 7.10pm.

Date of the next meeting TBA after consulting with Mr P Brunt

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 2ND JUNE 2014 at 7.55pm

Present:

The Town Mayor, Cllr E Kelly

Cllr A Allen	Cllr G J Gribble**/*
Cllr R J Ashby	Cllr Mrs A J Kerswell*
Cllr Mrs D E M Black	Cllr Mrs A M Klinkenberg*
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
One member of the public

The meeting was opened by the Town Mayor, Cllr Kelly.

Cllr Gribble declared an interest in item PL.14/35 a, b, e & i.

One member of the public left the meeting at 7.56pm.

PL.14/32 Apologies for absence:

Cllr U Arnold (Holiday)
Cllr M J Evans (Attending another meeting)
Cllr S P Leigh (Holiday)
Cllr Ms C O Richardson (Personal commitment)

**Public Participation Session: No comments.

PL.14/33 Election of Chairman of the Planning Committee 2014/15:

Cllr Ashby was nominated and accepted nomination.

Resolved:

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

The remainder of the meeting was chaired by Cllr Ashby.

PL.14/34 Election of Vice-Chairman of the Planning Committee 2014/15:

Cllr Bray was nominated and accepted nomination.

Resolved:

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

Consideration of Planning Applications:

DNPA Applications listed to 17.4.14: None

TDC Applications listed to 25.4.14:

- a) 14/01016/OUT Outline - dwelling (approval sought for access) at Oaklands, Challabrook Lane for Mrs K Christophers.
Observations: The Town Council does not support this application due to highway issues relating to the location of the proposed access to this property.
- b) 14/01139/FUL Construction of car hardstanding and associated retaining wall at 38 Priory for Mr M Scott.
Observations: No objection.
- c) 14/01227/TPO Pruning of seven oak trees at Summersong, Ashburton Road for Mr N Middleton.
Observations: The Town Council referred this application to TDC's arboriculturist for determination but noted that it considered the proposed 50% pruning reduction was excessive.

DNPA Applications listed to 25.4.14: None

TDC Applications listed to 2.5.14:

- d) 14/01194/ADV Two projecting illuminated signs, two non-illuminated fascia signs, one illuminated fascia sign, graphic and ATM vinyl at Tesco Express, 47-49 Fore Street for Tesco Stores Ltd.
Observations: No objection but wished to establish if the illuminated signs were operational and advise TDC accordingly.
** It was noted that a supermarket trolley storage area has been created on the footway outside the store. It was agreed to report this to DCC Highways.
- e) 14/01309/FUL Extension to south west elevation at 1 Moor Lane for Mr V Caunter.
Observations: No objection.

DNPA Applications listed to 2.5.14: None

TDC Applications listed to 9.5.14:

- f) 14/00773/FUL Side extension to form utility to rear of garage and bedroom and dressing room at first floor level at 1 Musket Road, Heathfield for Mrs L Booth.
Observations: No objection.

DNPA Applications listed to 9.5.14:

- g) 0246/14 Construction of open-sided double garage/garden store at Woodland Grove for Mr P Reynolds.
Observations: No objection.

TDC Applications listed to 16.5.14:

- h) 14/01431/FUL Existing conservatory to be replaced with single storey rear extension at 10 Staddons View for Mr & Mrs K Freeman.
Observations: The Town Council does not support this application as it considers the scale of the proposal is excessive and is concerned that the proposed new chimney height could create smoke problems for neighbouring properties.
- i) 14/01512/FUL Re-grading of bank to the rear of the Parke Stable Wing to enable replacement of failing gabion retaining wall with a new gabion retaining wall of lower height at Dartmoor National Park Authority, Parke for Mr A Bright, Dartmoor National Park Authority.
Observations: No objection.

DNPA Applications listed to 16.5.14:

- j) Withdrawn Application Noted
0168/14 Extensions and detached garage at Linghaven, Haytor Road for Mr R Smith.

TDC Applications listed to 23.5.14:

- k) 14/01382/NPA/08 Application for Prior Approval under Part 3 Class MB and paragraph N of the GPDO for change of use of two barns from agricultural use to two dwellings at Willowray, Mary Street, Bovey Tracey.
This application was deferred for consideration at a future meeting.
- l) 14/01535/FUL Extension over existing utility room to form en-suite at Summer Song, Ashburton Road for Mr N Middleton.
Observations: No objection.

PL.14/36 Planning Decisions: Noted

a) Approvals:

TDC:

- i) Change of use from B1 and B8 use to air rifle range and retail outlet (sui generis) at 1-2 Sabre Buildings, Sabre Close, Heathfield. (N/O)

b) Refusals: None

TDC:

i)

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

PL.14/37 General Planning Matters brought forward by Councillors:
(*For information only).

Cllr Gribble referred to the defacing of the "Bovey Tracey" town signs and enquired if any Councillors had information regarding the perpetrators.

The meeting closed at 8.34pm.



FINANCE, RESOURCES & GENERAL PURPOSES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 23RD JUNE 2014 at 7.00pm

Present:

The Town Mayor, Cllr E Kelly
The Deputy Town Mayor, Cllr U Arnold

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

**County Cllr
*District Cllr

In attendance:

Mt T J Westwood - Town Clerk
Mrs L M Warren

The meeting was opened by the Town Mayor, Cllr Kelly.

Cllr Gribble declared a personal interest in FR&GP.14/52 & 14/53.

FR&GP.14/44 Apologies for absence:

Cllr R J Ashby (Personal commitment)
Cllr M J Evans (Holiday)
Cllr Ms C O Richardson (Personal commitment)

**Public Participation: No comments.

FR&GP.14/45 Election of Chairman of the Finance, Resources & General Purposes Committee 2014/15:

Cllr Gribble was nominated and accepted nomination.

Resolved:

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

The remainder of the meeting was chaired by Cllr Gribble.

FR&GP.14/46 Election of Vice-Chairman of the Finance, Resources & General Purposes Committee 2014/15:

Cllr Elphick was nominated and accepted nomination.

Resolved:

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

FR&GP.14/47 Appointment of Sub-Committees:

Members were appointed to the following Sub-Committees of the Town Council:
Communications Group Sub-Committee - Cllrs Allen, Arnold, Evans, Kelly and Leigh.

Young Citizen of the Year Sub-Committee - Cllrs Allen, Bray, Evans and Kelly.

Cllr Allen referred to the recent death of Mrs Julia Barker following a motor accident. Through her teaching work at South Dartmoor Community College Mrs Barker had been involved with the Young Citizen

of the Year event since its outset. The Town Council will be represented at her funeral.

Personnel Sub-Committee - Cllrs Elphick, Kelly and Leigh.

FR&GP.14/48 Consideration of minutes of previous FR&GP Committee meeting held on 28.4.14:

Ref. FR&GP.14/38 (Devon Libraries Consultation). It was noted that it is hoped that a meeting between Town Councillors, Ms C Eastell (Head of Devon Libraries) and Cllr R Croad will take place on 21.7.14.

Ref. FR&GP.14/40 (Skate Park). It was noted that work should commence mid August.

Mr T J Westwood (Town Clerk) left the Council Chamber at 7.10pm and returned at 7.12pm.

FR&GP.14/49 Accounts & Financial Statement:

The Financial Statement dated 23.6.14 (**copies circulated at the meeting*) was received and adopted. The accounts were approved for payment.

FR&GP.14/50 Annual Financial Accounts 2013/14:

i) Consideration was given to the Town Council's accounts which had been prepared by the Internal Auditor for year ending 31.3.14 (**copy of 2013/14 accounts previously circulated*).

It was noted that they present fairly the financial position of the Town Council at that date.

Resolved:

To approve the accounts as outlined above.

ii) Consideration was given to recommending the submission of the Annual Return for the year ending 31.3.14 to the appointed external auditor Grant Thornton by 30.6.14.

Resolved:

To submit the annual return for the year ending 31.3.14 to Grant Thornton.

FR&GP.14/51 Internal Auditor's Report:

It was noted that the Internal Auditor reported (**copy of report previously circulated*) stated that the records were well documented with adequate trails and all tests were satisfactory. There are no reported financial issues to be addressed.

It was noted that the Report and Accounts will be placed on the Town Council's website.

Cllr Gribble thanked the staff for the work they had undertaken in preparing the accounts for audit.

FR&GP.14/52 Memorial Bench - Heritage Centre:

Consideration was given to a request from Mr Kevin Bunclark, representing the local Bovey Tracey cycle group, to install a memorial bench at the Heritage Centre, in memory of one of their members who passed away recently. The donated bench would be a replica of a GWR bench.

Resolved:

To grant the request.

FR&GP.14/53 Replacement Primary School:

The Town Clerk circulated a copy of an e-mail from DCC advising that they are unable to provide legal advice to the Town Council regarding the proposed sale of land to a supermarket with the proceeds going towards the funding of a replacement primary school.

FR&GP.14/54 Matters brought forward by the Town Clerk & Councillors: (*for information only).

Mr Westwood (Town Clerk) :

i) Circulated a copy of an e-mail from Mr and Mrs Meadows regarding the proposed closure of the public toilets in Mary Street Car Park and at the Recreation Ground. Cllr Gribble agreed to contact Mr M Wells at TDC to enquire if it may be possible to delay the closure of the toilets at the Recreation Ground.

ii) Circulated a copy of the community proposals for DCC Youth Services. It was noted that this will be an agenda item for the Council Meeting on 7.7.14.

iii) Circulated a copy of the DCC Residential Care Services Review regarding the changes to residential care services.

Cllr Mrs Black noted the grass cutting which had been undertaken.

Cllr Mrs Kerswell commented on the floral displays in the town.

Cllr Allen enquired about the ownership of the Swimming Pool.

Cllr Arnold reported that maintenance work was required at the lower allotment gate.

The meeting closed at 7.22pm.



Accounts paid up to 30 May 2014

		£
28.4.14	Bim	160.00
"	Courtier Utility Services	822.00
"	Mole Valley Farmers Ltd	26.76
"	Moreton Forge	225.00
"	Mant Leisure	881.95
"	Clare Beresford	103.50
"	Civil Solutions Ltd	5.39
"	PVM Supplies Ltd	189.36
29.4.14	I Tech Trading & Locomotion Marketing	305.00
"	Bovey Tracey Youth Action	625.00
1.5.14	M J Evans	250.00
"	S W Water Ltd	1215.60
8.5.14	The Dartmoor Gallery	160.00
"	Civil Solutions Ltd	78.00
"	Bovey Court Garage	336.00
"	Arnolds	52.46
"	Information Commissioner	35.00
"	EDF Energy 1 Ltd	79.95
"	Bridget Arnold	70.27
"	Mole Valley Farmers Ltd	45.53
20.5.14	Max Bayles Professional Tree Care Ltd	1020.00
"	Castles of Dawlish	40.12
"	Firewatch SW Ltd	293.43
"	Devon Guild Ltd	70.00
"	Michelle Greenwood-Brown	100.00
"	S W Water Ltd	7.05
"	Bridget Arnold	200.00
"	R W Hubbard	5.34
"	T J Westwood	41.00
"	C R Willcocks & Co Ltd	52.80
"	K J Thulborn Contractors & Engineers Ltd	2214.78
"	PHS Wastemanagement	300.00
"	Mole Valley Farmers Ltd	13.86
22.5.14	Total Cleaning Services	40.00
"	Moreton Forge	225.00
"	British Gas	<u>27.05</u>
		<u>10,317.20</u>

Wages/Salaries

5300.00

Direct Debits

28.4.14	Elite Telecom	46.12
1.5.14	Aviva	489.03
1.5.14	Pulse8broadband	98.00
2.5.14	Southern Electric	341.83
6.5.14	Orange Payt.	37.32
7.5.14	UK Fuels Ltd	147.24
28.5.14	Elitetele.com	<u>49.58</u>
		<u>1209.12</u>

Accounts paid up to 20.6.14

		£
3.6.14	Clare Beresford	94.50
"	South & West Internal Audit	475.00
"	Mole Valley Farmers Ltd	29.34
"	Teignbridge District Council	530.92
"	Bovey Tracey Youth Action	625.00
"	Nicholas Mussell	300.00
"	Boyces at Manstree	2892.00
5.6.14	K J Thulborn Contractors & Engineers Ltd	2379.78
9.6.14	Boyces at Manstree	1374.91
13.6.14	S W Water Ltd	<u>76.26</u>
		<u>8777.71</u>

Wages/Salaries

5300.00

Direct Debits

1.6.14	Pulse8broadband	42.00
"	Aviva	489.03
4.6.14	UK Fuels	69.34
5.6.14	Orange Payt	36.97
9.6.14	Southern Electric	221.98
"	" "	78.05
16.6.14	" "	<u>10.38</u>
		<u>947.75</u>

FINANCIAL STATEMENT 23rd JUNE 2014

Accounts to be paid

£

Robin Ray Ltd	25.00
Civil Solutions Ltd	60.00
PHS Wastemanagement	240.00
P J Bevans	<u>98.50</u>
	<u>423.50</u>

Current Account	12,441.35
Accounts to be paid	<u>423.50</u>
	12,017.85
Business Instant Access Account	<u>197,105.49</u>
	<u>209,123.34</u>

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 23RD JUNE 2014 AT 7.44pm

Present:

The Town Mayor, Cllr E Kelly
The Deputy Town Mayor, Cllr U Arnold

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

**County Cllr
*District Cllr

In attendance:

Mr T J Westwood - Town Clerk
Mrs L M Warren

The meeting was chaired by Cllr Bray.

Cllr Gribble declared a personal interest in PL.14/39 a, b, c, j, k, l & m.

Cllr Leigh declared a personal interest in PL.14/39b.

PL.14/38 Apologies for absence:

Cllr R J Ashby (Personal commitment)
Cllr M J Evans (Holiday)
Cllr Ms C O Richardson (Personal commitment)

**Public Participation: No comments

PL.14/39 Consideration of Planning Applications:

DNPA Applications listed to 23.5.14:

- a) 0271/14 Amended scheme for a single storey extension, first floor extension over garage, two storey side/rear extension, new detached garage and extended gravel drive (resubmission of 0168/14) at Linghaven, Haytor Road for Mr R Smith.
Observations: No objection.
- b) 0273/14 Prior notification for new access and road into woodland at Yeo Copse, Forder Lane for Mr W Bayles.
Observations: No objection.

TDC Applications listed to 30.5.14: None

DNPA Applications listed to 30.5.14:

- c) 0292/14 Single storey extension incorporating garden room, glazed lantern and porch at Colehayes Bungalow, Colehayes for Mr A Lyne.
Observations: No objection.

TDC Applications listed to 6.6.14:

- d) 14/01558/TPO Pruning of horse chestnut at Rippon, Brimley Grange for Mr Millen.
Observations: The Town Council does not support this application in principle unless the arboriculturist considers the proposed pruning is necessary.
- e) 14/01629/FUL Single storey extensions to front and rear with addition of detached garage at rear at 18 Brow Hill, Heathfield for Mr & Mrs Ellis.
Observations: No objection.
- f) 14/01630/FUL Single storey front and rear extensions at 20 Brow Hill, Heathfield for Mr & Mrs Tyler.
Observations: No objection.
- g) 14/01680/FUL Single storey rear extension at 7 Cromwells Way for Mr & Mrs Burcher-Lewis.
Observations: No objection.
- h) 14/01693/FUL Conservatory, greenhouse, shed and additional paved parking area at Rippon Lodge, Brimley Grange for Mr Millen.
Observations: No objection providing the arboriculturist is satisfied that the trees on the site will not be affected.
- i) 14/01724/LBC Remove existing roof covering, repair existing roof structure as required, replace roof with natural slates, replace existing plastic rainwater goods with cast iron and detail valleys and hips in lead at Parke for Mr J Wallace, National Trust South West Regional Office.
Observations: No objection.

DNPA Applications listed to 6.6.14: None

TDC Applications listed to 13.6.14:

- j) 14/01727/FUL Ground works to relocate watercourse at 28 Staddons View for Mr K Bunclark.
Observations: No objection.
- k) 14/01735/FUL Single storey extension to existing showroom including café at Sparkworld Ltd, 9 Battle Road, Heathfield for Mrs M Crausaz.
Observations: No objection.

DNPA Applications listed to 13.6.14:

- l) 0318/14 Demolish existing rear extension; construction of new extension and retention of decking at 7 Hawkmoor Cottages for Ms H Pasiecznik.
Observations: No objection.

County Matter Planning Application:

- m) DCC/3668/2014 Part retrospective application for the installation of 4 sealed free standing steel tanks and 1 steel container for de-watering septic waste at Unit 6, King Charles Business Park, Old Newton Road, Heathfield.
Observations: No objection.

PL.14/40 Planning Decisions: Noted

a) Approvals:

TDC:

- i) New porch on north elevation at 47 Five Acres, New Park (N/O)
- ii) Convert garage into living accommodation, dormers on front and rear elevations to form additional accommodation and two single storey extensions to front at 4 Coombe Close (N/O)
- iii) Certificate of Lawfulness for existing use of building as dwelling at Coombe Park, Coombe Lane (No comment - ref'd. to TDC)

b) Refusals:

TDC:

- i) Pruning of seven oak trees at Summersong, Ashburton Road (referred to arboriculturist)
- ii) Outline - dwelling (approval sought for access) at Oaklands, Challabrook Lane (O)

c) DNPA:

- i) Provide access to disused Trendlebere Reservoir, 16 parking spaces, bird hide and associated works, Trendlebere Reservoir, opposite car park on Lower Manaton Road (N/O - concern re.loss of trees)
The Town Council's submitted observations (No objections- N/O: Objections-0)

PL.14/41 General Planning Matters brought forward by Councillors:
(*For information only). None.

The meeting closed at 8.09pm

