

**BOVEY TRACEY TOWN COUNCIL MEETING HELD IN THE COUNCIL CHAMBER**  
**ON MONDAY 15<sup>th</sup> NOVEMBER 2010 at 7pm**

**Present:**

The Town Mayor, Cllr Mrs A J Kerswell

Cllr A Allen	Cllr A C Griesiell
Cllr D K Elphick	Cllr M Harper
Cllr M J Evans	Cllr Mrs A M Klinkenberg*
Cllr G J Gribble**	Cllr Ms C O Richardson

\*\*County Cllr  
\*District Cllr

**In attendance:**

Rev Kevin Hooke (Chaplain to the Council)  
PCSO Paul Wilson  
One member of the press

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

**Opening Prayer:**

The Town Mayor welcomed those present, and invited Rev Hooke to open the meeting with prayer.

**FC.10/55. Apologies for absence:**

Cllr Mrs D E M Black (unwell)  
Cllr R A Bray (family commitments)  
Cllr Mrs M Y Davey (work commitments)  
Cllr F W Holmes (other commitments)

**\*\*Public Participation Session:**

*Commenced at 7.02pm and finished at 7.07pm (Report attached).*

**FC.10/56. Minutes:**

The Minutes of the previous Full Council Meeting of the Town Council held on 20.9.10 (*\*copy previously circulated*) were confirmed as a true record and duly signed by the Town Mayor, Cllr Mrs Kerswell.

**FC.10/57. Recreation, Parks & Property (RP&P) Committee:**

The Report of the meeting held on 18.10.10 was received and adopted (*\*copy previously circulated*).

**FC.10/58. Finance, Resources & General Purposes (FR&GP) Committee:**

The Report of the meeting held on 1.11.10, the Financial Statement dated 1.11.10 and the Accounts paid up to 29.10.10 were received and adopted (*\*copies previously circulated*).

**FC.10/59. Planning Committee:**

The report and comments given by Cllr Gribble regarding the Brimley Grange Appeal Hearing were noted.

The Reports of the meetings held on 4.10.10, 18.10.10 & 1.11.10 were received and adopted (*\*copies previously circulated*).

**FC.10/60. Charter Celebrations Committee:**

It was noted that the final event of Charter Year will be on Saturday 4<sup>th</sup> December 2010 when daffodil bulbs will be planted around the Charter trees in Le Molay-Littry Way, and the Mosaics will be unveiled.

The Report of the meeting of the Charter Celebrations Committee held on 15.9.10 was received and adopted (*\*copy previously circulated*).

**FC.10/61. The Town Mayor's Interests:**

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

Cllr Mrs Kerswell made particular reference to the opening of the Sparkworld Facility for young people at Heathfield, the informative Town Hall Consultations, the theatre production by the Bovey Tracey Players, which had taken place in the Town Hall, the Armistice Day Act of Remembrance at the War Memorial and the Remembrance Day Service held at PPT.

***\*\*A short adjournment took place from 7.15pm to 7.24pm to allow for questions, reports and representations from the County, District and Town Councillors (\*Report attached).***

**FC.10/62. Recreation Ground - Dog Fouling:**

Consideration was given to an appropriate course of action in order to address the following issues at the Recreation Ground:

a) During regular collection of litter from the Recreation Ground over the past eight weeks, it has become evident there is an increasing amount of dog faeces left on the open areas in particular, which is not being picked up by dog owners.

b) There are currently six dog bins located at the Recreation Ground.

c) The major concerns relating to the transmission of Toxocara to humans is through contact with dog faeces. Many objects and surfaces can become contaminated with infectious Toxocara eggs, including open spaces such as the Recreation Ground.

d) Cricket and Football matches are played regularly at the Recreation Ground, thus exposing individuals to the possible transmission of Toxocara.

e) The Town Council's Park attendant was unable to patrol the Recreation Ground at the moment due to ill health.

After considerable discussion it was

**Resolved:**

i) To ask the Town Clerk to highlight this particular problem of anti-social behaviour in the next edition of "Quality Update".

ii) To monitor the situation for two months and then, if matters do not improve, to consider whether further action is needed.

**FC.10/63. Bovey Tracey 20-year Community Masterplan:**

The following was noted:

a) Ref Minute no:RP&P.10/44: Prior to the next Planning Committee meeting on 29<sup>th</sup> November 2010 Ros Eastman (Senior Planning Officer (Policy) of Teignbridge District Council) will give a presentation on the proposals for the Bovey Tracey 20-year Masterplan.

b) As an agenda item for this meeting on 29.11.10, members will consider appointing up to three Councillors to be members of the Steering Group for this project.

c) The first meeting of the Steering Group will take place on 8<sup>th</sup> December 2010.

**FC.10/64. For information:**

a) Informal Consultation Event with Ms Lesley Smith:  
- 30.11.10 Town Hall - 6.30pm

c) Charter Bulb Planting:

It was noted that Councillors are requested to attend this event on **Saturday 4<sup>th</sup> December 2010** in the Methodist Church car park at 10am, and afterwards in the Methodist Church Rooms for the unveiling of the Charter Mosaics. The two replacement trees have been delivered and will be planted in the near future.

d) Carol Service - 20.12.10 PPT Church - 7.15pm

e) **Cllr Griesiell** reported that Cllr Elphick has offered to refurbish the Notice Board at the Recreation Ground free of charge.

Cllr Elphick's kind offer was accepted and the Town Council agreed to meet the cost of materials (*\*power to spend under Local Gvt Act 1972 s139*).

The meeting closed at 7.42pm.

Report of the questions, reports and representations which took place during the adjournments of the Town Council on Monday 15<sup>th</sup> November 2010.

**Reports and comments from members of the public:**

**PCSO Wilson** reported that:

- a) The incidents of reported crime had been very low since his last report. No incidents had occurred on 31<sup>st</sup> October or 5<sup>th</sup> November.
- b) 7 burglaries had recently taken place, at Redwoods, The Dolphin Hotel and shops in Fore Street.
- c) Two adults had been apprehended in possession of cannabis.
- d) He provided Councillors with a detailed list (*\*circulated at the meeting*)

**Cllr Gribble** on behalf of the Town Council and people of Bovey Tracey, thanked PCSO Wilson for his vigilance and commitment.

**Rev Hooke** reported that:

- a) The Town Carol Service will take place at PPT Church on Monday 20<sup>th</sup> December
- b) A course entitled "Exploring Christianity" was being supported by 25-30 people.
- c) A joint service for neighbouring parishes will take place in the Spring next year at Ilsington. Further details will be available at a later date.

**County, District and Town Councillors' Reports: 7.15pm to 7.24pm:**

**County Cllr Gribble** reported that:

- a) He was still pursuing highways matters, particularly with reference to flooding, pot-holes and overgrown hedges.
- b) The Devon Youth Service was now involved at Heathfield and up to 25 children were attending the youth club each night.
- c) He had attended the local MP's surgeries.
- d) He confirmed that charges were applied in the car park at County Hall in Exeter.
- e) He will provide a detailed list of events, activities and meetings attended.

**District Cllr Mrs Klinkenberg** reported that TDC was awaiting news of the Local Government Grant for District Councils before finalising the budget. She had also attended various meetings and seminars in her capacity as Town Councillor, including a seminar at the Met Office with Mr Westwood regarding circumstances arising from Extreme Weather.

**Cllr Griesiell** enquired whether there was a charge to park at the car park at the District Council offices. He also reported that he had attended meetings etc in his capacity as a Town Councillor.

**Cllr Elphick** gave a brief report of the situation regarding the Heathfield Community Centre stating that the financial affairs sound.

**Cllr Ms Richardson** reported that Tesco's were issuing plastic carrier bags when the Town was meant to be "plastic bag free".

**Cllr Harper** reported that:

- a) The new youth club at the Sparkworld site in Heathfield was hoping to recruit more members.
- b) The Youth Café had been redecorated and had purchased new furniture.
- c) He had attended various meetings etc in the town and would attend the Heritage Trust AGM on 16.11.10.

**Cllr Allen** gave a report on the work undertaken by the Neighbourhood Watch Teams and stated that he had attended various meetings etc in the town.

**The Town Mayor's Engagements:**

23. 9.10 Open Sparkworld Youth Facility at Heathfield  
27.9.10 Meeting with Chris Long - Architect  
2.10.10 Town Hall Consultation  
3.10.10 Newton Abbot Civic Service  
6.10.10 Town Hall Consultation  
8.10.10 Meeting with Simon Tapley - PCT  
11.10.10 Meeting with Robert Bradshaw - NHS  
12.10.10 Rotary Club daffodil planting at Le Molay-Littry Way  
13.10.10 BTYA Quiz Night at the Dolphin Hotel  
20.10.10 Stover School Speech Day  
22.10.10 Cricket Club Dinner and presentations  
30.10.10 Bovey Tracey Players production  
31.10.10 TDC Civic Service  
11.11.10 Armistice Day 2 minute silence at the War Memorial  
14.11.10 Remembrance Day Service in the Parish Church

**PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBER**  
**ON MONDAY 29<sup>th</sup> NOVEMBER 2010 at 7pm**

**Present:**

The Town Mayor, Cllr Mrs A J Kerswell

Cllr A Allen  
Cllr D K Elphick  
Cllr M J Evans  
Cllr G J Gribble\*\*

Cllr A C Griesiell  
Cllr M Harper  
Cllr Mrs A M Klinkenberg\*  
Cllr Ms C O Richardson

\*\*County Cllr  
\*District Cllr

**In attendance:**

Ms Ros Eastman - Senior Planning Officer - Policy - Teignbridge District Council.  
Mr T J Westwood - Town Clerk  
Mrs L M Warren - Secretary

Cllr Mrs Kerswell opened the meeting and introduced Ms Ros Eastman (Senior Planning Officer - Policy) of Teignbridge District Council. Ms Eastman gave a presentation outlining the proposals for the Bovey Tracey 20 year Community Masterplan and answered questions put to her by Councillors.

*\*Cllr Mrs Kerswell thanked Ms Eastman for attending and she left the meeting at 7.30pm.*

**PL.10/71. Apologies for absence:**

Cllr Mrs D E M Black (unwell)  
Cllr R A Bray (family bereavement)  
Cllr F W Holmes\* (unwell)

**PL.10/72. Bovey Tracey 20 year Community Masterplan:**

Consideration was given to appointing three Town Councillors to be members of the steering group for this project.

**Resolved:**

To appoint Cllrs Gribble, Mrs Kerswell and Mrs Klinkenberg.

**PL.10/73. Town Cemetery:**

Consideration was given to a request from Lt. Col. Bullock-Webster, a resident of Lustleigh, (*\*copy of letter previously circulated*) for reduced fees to install a memorial at the cemetery on the grave of his late father.

*The following information was noted:*

- i) It is the Town Council's policy as with other local authorities to charge double fees for all matters relating to the cemetery for non-parishioners.*
- ii) Mrs Bullock-Webster, the widow, is a parishioner of Lustleigh*
- iii) The reason non-parishioners are charged double fees relates to the fact that they do not contribute to the maintenance and up-keep of Bovey Tracey cemetery through the Precept.*
- iv) The alternative is that Teignbridge District Council provides all residents of the district the opportunity to use its cemeteries at TDC's parishioners fees.*

**Resolved:**

To decline the request and continue to adhere to the current fee structure.

The remainder of the meeting was chaired by Cllr Mrs Klinkenberg.

**PL.10/74. Consideration of Planning Applications:**

DNPA Applications listed to 29.10.10: None.

TDC Applications listed to 29.10.10:

**10/02471/LBC** Remove and replace render to gable ends, repoint and limewash stone chimney stack and replace two windows at 66-70 Fore Street for Miss Y Nicholls.

Observations: No objections.

**10/03376/FUL** New uPVC conservatory at 17 Lakeside Close, New Park for Mr & Mrs Checklin.

Observations: As the plans were not available from TDC it was agreed to consider the application when in receipt of the plans.

DNPA Applications listed to 5.11.10: None.

TDC Applications listed to 5.11.10:

**10/03336/FUL** Two storey extension - 07/05374/FUL - extension of time limit for implementation of extant planning permission at Southbrook House, Southbrook Lane for Mr & Mrs S Tarrant.

Observations: No objections.

DNPA Applications listed to 12.11.10: None.

TDC Applications listed to 12.11.10:

**10/03221/COU** Change of use from furniture manufacturing (B1) to mixed use for a motorcycle school (sui generis), food preparation area (B2) and retail sales area for parts (A1) at Unit 1 Anchor Buildings, Heathfield for Mr I Hall.

Observations: The Town Council does not support this application for the following reasons:

- i) As this proposal will generate further traffic movements, this will further prejudice highway safety in this area.
- ii) The proposal could create noise and pollution issues for nearby dwellings.

TDC Applications listed to 19.11.10:

**10/0354/FUL** Erection of fence at 4 Oliver Place, Heathfield for Mr B Miller.

Observations: No objections.

DNPA Enforcement:

**ENF/0012/08** The construction of a track and parking of several vehicles on agricultural land - Kestor, Slade Cross.

Observations: To support the Dartmoor National Park Authority.

**PL.10/75. Planning Site Inspection - "Beechcroft", Bradley Road.**

**10/02476/FUL** - Consideration was given to nominating two Councillors to attend a site inspection for the above on 6<sup>th</sup> December 2010 at 10am.

**Resolved:** To nominate Cllrs Bray, Evans and Mr Westwood, the Town Clerk to attend. It was noted that Cllr. Mrs Kerswell would be available, if needed.

PL.10/76. **Planning Decisions:** Noted.

- a) Approvals:  
TDC
  - i) Proposed conservatory at 22 Becket Road (N/O)
  - ii) Mixed development at Cardew Design, Newton Road (N/O)
  - iii) Garage & workshop at St John's Lane for Town Council (N/O)
  - iv) Clear glazing of 4 roof lights at Newton Lodge (O)
  - v) 2 dwellings and 11 parking spaces at rear of Coach House, Dolphin Square (N/O)
  - vi) Felling of 2 oak trees at 12 Heather Estate, Heathfield (N/O)

DNPA: None
- b) Refusals: None
- c) Appeal Decisions:
  - i) Dismissed: Land to rear of Brimley Court, Brimley Grange
  - ii) Appeal Allowed - Planning permission granted for development at land to rear of BCT Factory.

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

PL.10/77. **General Planning Matters brought forward by Councillors:**

- a) **Cllr Mrs Kerswell:**
  - i) Noted that Mr Jeremy Butcher of Bovey Tracey Youth Action was ill and offered to forward get-well wishes.
  - ii) Reported that the Christmas tree was in place in Union Square.
- b) **Cllr Ms Richardson** reminded Councillors that the Christmas Lights will be switched on Saturday 4 December 2010 at 4pm.
- c) **Cllr Allen** sought clarification regarding an area at Heathfield.
- d) **Mr Westwood (Town Clerk)** reminded Councillors that a meeting with Ms L Smith MBE, of the Devon Association of Local Councils, regarding the proposed re-development of the Town Hall will be held on 30 November 2010 at 6.30pm in the Town Hall.

The meeting closed at 8.03pm.



**RECREATION, PARKS & PROPERTY (RP&P) COMMITTEE**  
**HELD IN THE COUNCIL CHAMBER ON MONDAY 13<sup>th</sup> DECEMBER 2010 at 7pm**

**Present:**

The Town Mayor, Cllr Mrs A J Kerswell  
The Deputy Town Mayor, Cllr R A Bray

Cllr A Allen	Cllr A C Griesiell
Cllr Mrs D E M Black	Cllr M Harper
Cllr Mrs M Y Davey	Cllr F W Holmes*
Cllr D K Elphick	Cllr Mrs A M Klinkenberg*
Cllr G J Gribble**	Cllr Ms C O Richardson

\*\*County Cllr  
\*District Cllr

**In attendance:**

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

The meeting was chaired by Cllr Griesiell.

**RP&P.10/50 Apologies for Absence:**

Cllr M J Evans (on holiday)  
Cllr Mrs K J Westbury (working)

**RP&P.10/51 Consideration of minutes of previous meeting held on 18.10.10:** Noted.

**RP&P.10/52 Accounts:**

The Financial Accounts paid up to 10.12.10 were received and approved  
(\*copies circulated at the meeting).

**RP&P.10/53 Pottery Leat:**

Consideration was given to an appropriate reply to Ms Mackenzie's letter (\*copy of letter and plan previously circulated) requesting that Pottery Leat be cleared and re-lined.

The following information was noted:

- a) Ms Mackenzie does not own any land adjacent to the Pottery Leat.
- b) The Pottery Leat is annually cleared of vegetation and leaves etc by Natural England.
- c) Ms Mackenzie is not a resident of the Parish and therefore does not contribute financially towards the precept.
- d) The problems being experienced by Ms Mackenzie are as a result of work undertaken on the land by her neighbour, who owns the land adjacent to the leat.

**Resolved:**

To instruct the Clerk to write to Ms Mackenzie outlining the above points and stating that therefore the Town Council is unable to grant her requests.

**RP&P.10/54 Open Space at the Rear of St Catherine's School:**

Consideration was given to the possibility of reducing the nuisance experienced by residents due to play activities of young people on this open space.

The following points were noted:

- a) Residents on three sides of the area are regularly disturbed, particularly when boundary walls are used as goals for football.
- b) Following lengthy discussion and consultation with Devon & Cornwall Police and Teignbridge District Council, one possible solution would be to plant three defensive thorn hedges. This method has successfully been undertaken in Mill Marsh Park.
- c) The planting of the hedges may deter young people from playing close to the boundary walls and encourage them to move to the centre of the open space.  
After clarification it was

**Resolved:**

To instruct Plants Direct (South West Ltd) to supply sufficient appropriate thorn species to create a thorn hedge along the three boundary lines as indicated on the plan for a cost of £431.86+VAT (\*power to spend under Open Spaces Act1906 ss 9&10)

**RP&P.10/55 Christmas Recess:**

It was noted that:

- a) The Town Clerk's Office will be closed from 12 noon on 22<sup>nd</sup> December 2010 and will re-open on 4<sup>th</sup> January 2011.
- b) The Town Clerk will be available during this period in case of any emergencies and funeral reservations.
- c) Members of staff will also be regularly visiting all areas during this period for litter collections etc at no additional financial costs for overtime to the Town Council.

**RP&P.10/56 Matters brought forward by the Town Clerk & Councillors:**

- a) **Mr Westwood** reminded Councillors of the Civic Carol Service followed by refreshments which will be held on Monday 20<sup>th</sup> December at 7.30pm in the Parish Church (PPT).
- b) **Cllr Bray** thanked the Town Council for the kind words expressed after his recent bereavement.
- c) **Cllr Allen** asked for clarification of the situation regarding a memorial in the Town Council Cemetery.
- d) **Cllr Ms Richardson** thanked the Town Mayor, the Town Clerk and Councillors who had supported the switching on of the Christmas Lights in the Town Centre.
- e) **Cllr Gribble** reported that:
  - i) The Football Club had left rubbish etc on the Recreation Ground after its match on Sunday 19<sup>th</sup> December 2010. It was suggested that a reminder should be sent to the Football Club to ensure all litter etc is collected following a match at the Recreation Ground.
  - ii) The post securing the wooden gate at the St Johns Lane entrance to Mill Marsh Park is broken.
- f) **Cllr Mrs Klinkenberg** tendered her apologies for being unable to attend the switching on of the Christmas Lights and reported that the temperature at night in Bovey Tracey last week dropped to -9 degrees

The meeting closed at 7.15pm.

**PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBER**  
**ON MONDAY 13<sup>th</sup> DECEMBER 2010 at 7.15pm**

**Present:**

The Town Mayor, Cllr Mrs A J Kerswell  
The Deputy Town Mayor, Cllr R A Bray

Cllr A Allen	Cllr A C Griesiell
Cllr Mrs D E M Black	Cllr M Harper
Cllr Mrs M Y Davey	Cllr F W Holmes*
Cllr D K Elphick	Cllr Mrs A M Klinkenberg*
Cllr G J Gribble**	Cllr Ms C O Richardson

\*\*County Cllr  
\*District Cllr

**In attendance:**

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

The meeting was chaired by Cllr Bray.

**PL.10/78. Apologies for absence:**

Cllr M J Evans (on holiday)  
Cllr Mrs K J Westbury (working)

**PL.10/79. Consideration of Planning Applications:**

DNPA Applications listed to 19.11.10: None.

TDC Applications listed to 26.11.10:

- a) **10/03668/FUL** Single storey verandah extension to north elevation at Hummersknott Cottage, Lowerdown for Mr D Gilderdale.  
Observations: No objections.
- b) **10/03676/FUL** Single storey utility extension and balcony to north elevation at 2 Hummersknott Cottage, Lowerdown for Mr D Gilderdale.  
Observations: No objections.

DNPA Applications listed to 26.11.10: None.

TDC Applications listed to 3.12.10:

- c) **10/03799/FUL** Single storey extension to provide improved kitchen and utility facilities (extension of time limit to replace permission 07/05131/FUL) at Dartmoor Garage, Station Road for Mr & Mrs L Gibbs.  
**\*Cllr Gribble declared a personal interest.**  
Observations: No objections.
- d) **10/03798/FUL** Single storey extension to existing workshop (extension of time limit to replace permission 07/05132/FUL) at Dartmoor Garage, Station Road for Dartmoor Garages Ltd.  
**\*Cllr Gribble declared a personal interest.**  
Observations: No objections.
- e) **10/03787/FUL** Replace two portable cabins at Roundhead Road, Heathfield Industrial Estate, Heathfield for Veolia Environmental Services.  
Observations: No objections.
- f) **10/03776/TPO** The crown lifting of one Oak tree at 25 The Oaks for Mrs M Duckett.  
Observations: No objections.

DNPA Applications listed to 3.12.10:

- g) **0587/10** uPVC Conservatory, together with all base works, at rear of property at Torling, Haytor Road for Mr & Mrs Lewis.  
Observations: No objections.

**PL.10/80. Planning Decisions:** Noted.

- a) Approvals:

TDC

- i) Retention of 1 metre high fence on top of existing retaining wall at Cranford, 4 Coombe Close (O).  
ii) Change of use of ground floor from residential (Use Class C3) to shop/coffee shop (Use Class A1/A3) and replacement of window and door; revised layout to existing dwelling and alteration to roof, windows and access stairs at 5 Fore Street (O).  
iii) Erection of new dwelling house, new double garage for existing dwelling and access drive (extension of time limit application to replace permission 07/04472/FUL) at Rest Harrow, Thorns Cross(O).  
iv) Retention of two new windows inserted in modern extension at the rear of the building at 66 Fore Street (N/O).  
v) Extension to the eastern end of building for the use of storage and machinery at Unit 1, King Charles Business Park, Heathfield (N/O).

DNPA: None

- b) Refusals:

TDC

- i) Erection of two industrial units (Class B2) at land at Pottery Road (N/O).

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

**PL.10/81. General Planning Matters brought forward by Councillors:**

- a) **Cllr Griesiell** requested information regarding the planning process and was informed that planning officers and District Councillors have to apply strict planning law and regulations when determining a planning application. It was noted that the Town Council is one of many consultees and comments are not ignored.
- b) **Cllr Gribble** noted that in the case of the DNPA, if a local Parish Council does not support a planning application it will be determined by the members rather than the planning officers.
- c) **Cllr Mrs Kerswell** was informed that the wall bordering the alleyway from Union Square to Sett Close is in a Conservation Area and cannot be changed.
- d) **Cllr Mrs Klinkenberg & Cllr Mrs Kerswell** also gave information about the site meeting in Bradley Road.
- e) **Mr Westwood** reported on planning decisions regarding two applications and details will be available in due course.

The meeting closed at 7.35pm.

**FINANCE, RESOURCES & GENERAL PURPOSES (FR&GP) COMMITTEE**  
**HELD IN THE COUNCIL CHAMBER ON MONDAY 10<sup>th</sup> JANUARY 2011**

**Present:**

The Town Mayor, Cllr Mrs A J Kerswell  
The Deputy Town Mayor, Cllr R A Bray

Cllr A Allen  
Cllr Mrs D E M Black  
Cllr D K Elphick  
Cllr M J Evans  
Cllr G J Gribble\*\*

Cllr A C Griesiell  
Cllr M Harper  
Cllr F W Holmes\*  
Cllr Ms C O Richardson  
Cllr Mrs K J Westbury

\*\*County Cllr  
\*District Cllr

**In attendance:**

One member of the press  
Mr T J Westwood - Town Clerk  
Mrs E Gedge - Secretary

The meeting was chaired by Cllr Gribble.

**FR&GP.11/01 Apologies for absence:**

Cllr Mrs M Y Davey (unwell)  
Cllr Mrs A M Klinckenberg (due to a family bereavement)

**FR&GP.11/02 Consideration of minutes of previous FR&GP committee meeting held on 1.11.10:** Noted.

**FR&GP.11/03 Accounts & Financial Statement:**

The Financial Statement dated 10.1.11 was received and adopted.  
The Accounts were approved for payment.

**FR&GP.11/04 Budget & Precept for 2011/2012:**

Consideration was given to the adoption of the following:

- a) The suggested budget for 2011/2012 (*\*copy previously circulated*).
- b) The suggested precept figure of £148,855.00 for 2011/2012 (*\*copy previously circulated*).

Cllr Gribble thanked the Town Clerk on behalf of the Council for his work in the preparation of the figures.

The following points were noted:

i) Cemetery

The proposed expenses of £10,000.00 for the Town Council Cemetery consisted of the cost of grave diggers, rates, grass cutting and general maintenance.

ii) Bus Shelters

A contingency fund of £500.00 was proposed for the maintenance of the 9 bus shelters in the parish.

iii) Recreation Grounds

a) The proposed additional expenses of £16,000 for Recreation Grounds would include those incurred by the redevelopment of "Big Park" at Heathfield.

b) The drainage at the entrance to Mill Marsh Park will need to be addressed in the future.

iv) Snow Clearance & Icy Roads

- a) The Town Council does not need to budget for this occurrence as Devon County Council is responsible for the provision of grit bins and road clearance in bad weather. However a small gritter has been purchased to be used locally.
- b) Devon County Council cannot provide grit bins for private property.

v) Charter Celebrations

When the amount of money already set aside has been taken into account, the Financial Statement for the Charter Celebrations will show that figures for expenditure and income will break even.

vi) Youth Provision

- a) It was noted that 2011/12 is the final year for the Town Council's commitment to the Youth Café and its work.
- b) The Heathfield Youth Project is being supported by the Devon Youth Service which is providing paid staff, but the Town Council will still incur expenses because it owns the building in Heathfield.
- c) Concern was expressed regarding the funding of both the Youth Café and The Heathfield Youth Project.

Precept Figure

It was noted that the Precept Figure has been £148,855.00 for the past three years.

**Resolved:**

- i) To adopt the Proposed Budget as outlined and the Proposed Precept figure of £148,855.00 for 2011/2012.
- ii) To form a small sub-committee consisting of the Town Mayor, Chairman & Vice-Chairman of the FR&GP Committee to consider the possibility of reducing the Town Council's expenditure.

**FR&GP.11/05 Cemetery Grant 2011/2012:**

Consideration was given to the application for the 2011/2012 Cemetery Grant which is to be submitted to Teignbridge District Council (TDC). After clarification it was

**Resolved:**

To submit the application to TDC for the 2011/2012 Cemetery Grant.

**FR&GP.11/06 Cemetery Fees 2011/2012:**

Ref minute no: FR&GP.10/65. Consideration was given to an appropriate increase in all cemetery fees to commence to cover the anticipated loss of payment of the Burial Grant by TDC in 2012/2013, currently at £4386.00.

*\*A revised list of fees indicating a 10% rise in fees for 2011/2012 was previously circulated.*

It was noted that the suggested fees were comparable to those charged by many burial authorities in the locality.

After clarification and discussion it was

**Resolved:**

To increase Cemetery fees by 10% from 1<sup>st</sup> April 2011 and to notify members of the public of this decision in the next edition of "Quality Update".

**FR&GP.11/07 Mayoral Chain:**

Ref minute no: FR&GP.10/66. Consideration was given to replacing the current Mayoral Chain.

It was noted that:

i) It is recommended by both manufacturers that a new Chain of Office is manufactured, rather than adding further links to the current Chain of Office, as it already has a double row.

ii) Adding more links would increase the weight and length of the Chain. Adding a third row could make it uncomfortable to wear.

iii) The Town Clerk had secured 2 quotations:

Quotations:

To supply a new metal gilt double row chain, with similar design of links as the current chain and incorporating a new crest:

- |    |                  |              |
|----|------------------|--------------|
| 1) | AR Fabb Bros Ltd | £1330.00+VAT |
| 2) | Vaughtons        | £1559.00+VAT |

Prior to taking a decision on replacing the current Chain of Office, members considered carefully the points outlined below regarding how any purchase would be funded.

In the current economic climate it could be considered inappropriate to purchase a new Chain of Office from the Precept. However, a number of options were available for further consideration - prior to any decisions being taken:

a) Not to progress with the replacement until the economic climate improves. The present Chain of Office could still be worn and when it is appropriate to replace the Chain, the relevant Mayors' names could then be engraved onto the links at a later date.

b) The next three/four Town Mayors could relinquish or reduce their Mayoral Allowance (currently at £500.00 per annum) to pay for the cost of replacing the Chain of Office.

c) The Town Council has been bequeathed two legacies one of which would cover the cost of a new Chain of Office. Prior to agreeing to this course of action, the relevant families would have to be contacted to seek their permission for the legacies to be used in this manner.

d) For members to suggest an appropriate way of raising funds, rather than using the precept.

After clarification and discussion it was

**Resolved:**

To contact the family of the late Cllr Audrey Warren in order to seek permission to use the legacy, which was bequeathed to the Town Council, to purchase a new Mayoral Chain of Office from A R Fabb Bros Ltd at a cost of £1330.00+VAT. (*Power to spend-Local Gvt.Act 1972, Sect 111*).

**FR&GP.11/08 Bovey Tracey Activities Trust (BTAT):**

Ref Minute No: FR&GP.10/07. Consideration was given to extending the Agreement with BTAT for permission to use Mill Marsh Park car park on Wednesday mornings for a further 12 months. The current Agreement (*\*copy previously circulated*) is due to terminate on 30.1.11.

**Resolved:**

To extend the Agreement with BTAT as outlined above to 31.1.12.

**FR&GP.11/09 Police Authority Conference:**

It was noted that the next Police Authority Conference will take place on Wednesday 16<sup>th</sup> February 2011 at the Exeter Conference Centre, Northernhay Street, Exeter EX4 3ER from 10.00am to 3.00pm.

Councillors wishing to attend this Conference must notify the Town Clerk.

**FR&GP.11/10 Matters brought forward by The Town Clerk and Councillors:**

- a) **Mr Westwood** reported the following:
  - i) Information was available regarding the arrangements for the Parish Council Elections - Thursday 5<sup>th</sup> May 2011. (*\*Circulated at the meeting*)
  - ii) A letter had been received from Lt Col R J S Bullock-Webster asking the Town Council to reconsider its decision to charge double fees for purchase of graves, burials and installation of monuments in the Cemetery for non-parishioners (Ref minute no PL.10/73). (*\*copy of the letter and a possible reply was circulated at the meeting*).

After discussion it was

**Resolved**

To reply to the points outlined in the letter stating that the Town Council does not intend to reconsider its current fee structure pertaining to Bovey Tracey Cemetery and therefore regretfully will not be able to comply with the request.

- iii) The incidence of dog fouling in the Recreation Ground (Ref minute no: FC.10/62) has been monitored for the last two months and it has been noted that there are 2 or 3 particular offenders. Mr Westwood was asked to contact the schools in the parish regarding a design for a poster campaign highlighting the problem of dog fouling.
- b) **Cllr Allen:**
  - i) Reported that when the snow disrupted business in the town, the shops located in Dolphin Square were able to provide a fantastic service for residents of the parish and were to be congratulated.
  - ii) Enquired about the "Youth Awards" project initiated by PCSO Wilson. Cllr Gribble agreed to progress the matter further.
- c) **Cllr Mrs Kerswell** noted that despite the heavy snow fall, the Civic Carol Service had been well supported.
- d) **Cllr Ms Richardson** reported that accidents had occurred in Mary Street car park due to the recent very cold weather. As all car parks are managed by TDC, this was reported to the District Council. District Cllr Holmes agreed to investigate why Mary Street car park had not been gritted. It was noted that Permit Holders should write to TDC explaining the situation.

The meeting closed at 7.57pm.



Accounts paid up to 10.12.10

General Account

		£
1.11.10	Audit Commission	1028.13
"	Bovey Tracey Youth Action	1250.00
"	Robin Ray Ltd	25.00
4.11.10	N Brock	236.00
"	EDF Energy 1 Ltd	79.37
8.11.10	Devon & Cornwall Newspapers Ltd	35.25
"	Arnolds	12.51
"	Par Flags	55.82
"	EDF Energy Customers plc	11.30
"	Mole Valley Farmers Ltd	45.98
15.11.10	RBL Poppy Appeal	18.00
"	H & A Waste Services Ltd	256.45
"	South West Water Ltd	24.93
"	Castles of Dawlish	25.20
"	Post Office Ltd	179.20
22.11.10	Teignbridge District Council	151.50
"	Plants Direct (South West Ltd)	105.75
"	Sound & Visual Systems Ltd	106.85
25.11.10	Southern Electric	235.19
"	K J Thulborn Ltd	361.73
"	R W Hubbard	10.32
9.12.10	S Ripley	330.00
"	Michelle Wilcox	550.00
"	Society of Local Council Clerks	168.00
"	1 <sup>st</sup> Office Equipment Ltd	242.31
"	Castles of Dawlish	82.29
"	Bovey Tracey Youth Action	1250.00
"	Mr T Hunt	50.00
"	Mrs H Rockey	50.00
		<u>6977.08</u>

Direct Debits

1.11.10	Ecotricity	67.39
1.11.10	Ecotricity	129.45
1.11.10	Aviva	410.72
5.11.10	Orange Payt.	39.00
10.11.10	UK Fuels	140.15
25.11.10	BOC Ltd	21.03
30.11.10	Can Networks	22.21
1.12.10	Aviva	413.24
6.12.10	Orange Payt.	39.00
		<u>1282.19</u>

Wages/Salaries

13552.95

Accounts paid up to 7.1.11

General Account

		£
20.12.10	Devon & Cornwall Newspapers Ltd	35.25
“	H & A Waste Services Ltd	245.06
“	Post Office Ltd	200.00
“	S W Water Ltd	55.32
“	Pottery Road Garage	696.56
4.1.11	T J Westwood (re-imburement)	158.98
“	Northern Tool & Equipment	125.54
“	Bovey Tracey Youth Action	<u>1250.00</u>
		<u>2766.71</u>

Wages/Salaries

104.95

Direct Debits

8.12.10	UK Fuels Ltd	67.18
24.12.10	BOC Ltd	21.03
31.12.10	Can Networks	20.70
4.1.11	Aviva	413.24
“	Ing Lease UK Ltd	1139.75
5.1.11	Orange Payt.	<u>39.00</u>
		<u>1700.90</u>

Financial Statement 10 January 2011

Accounts to be paid

£

Firewatch SW Ltd	103.39
Pulse8internet Ltd	116.35
PVM Supplies Ltd	108.92
Robin Ray Ltd	25.00
Teignbridge District Council	6724.00
Teignbridge District Council	293.75
M I Davey	<u>250.00</u>
	<u>7621.41</u>

Current Account	15658.92
Accounts to be paid	<u>7621.41</u>

8037.51

Business Instant Access Account	<u>94705.73</u>
	<u>102743.24</u>

Fixed Term Deposit (6 months)	70000.00
Fixed Term Deposit (3 months)	<u>30000.00</u>
	<u>100000.00</u>

**BOVEY TRACEY TOWN COUNCIL**  
**BUDGETED INCOME & EXPENDITURE**  
**PROPOSED PRECEPT 2011/2012**

**2011/2012:**

	£
Total Budgeted Expenditure 2011/2012 (with additional items – see Budget)	195500.00
Total Budgeted Income (deduct)	<u>35935.00</u>
	159565.00

To maintain the current level of services provided by the Town Council, it will require a precept figure of £159,565.00 for 2011/2012, an increase of £10,710.00. However, during the current economic climate it is important to maintain the current precept figure of £148,855.00.

<b>Proposed Precept 2011/2012:</b>	<b>£148855</b>	<b>£50.32 per D Band property</b>
Precept 2010/2011	£148855	£50.33 per D Band property
Precept 2009/2010	£148855	£50.39 per D Band property
Precept 2008/2009	£148855	£50.45 per D Band property

Increase of Precept for 2011/2012      0%      (Household precept figure for 2010/2011 – 0.1% decrease)

**Proposed Precept Figure for Bovey Tracey Town Council 2011 - 2012    £148,855.00**

Income	Budget 2008/10	Actual 2008/10	Budget 2010/11	Inc. to 30.11.10	Budget 2011/12		
Precept	148855.00	148855.00	148855.00	148855.00	148855.00		
Interest	6000.00	794.88	100.00	0.00	400.00		
Allotments	1200.00	2820.00	1800.00	390.00	1800.00		
Town Hall Lettings	4000.00	6360.20	4000.00	2772.00	4000.00		
Burial Fees	10000.00	24964.50	12000.00	9591.00	12000.00		
Other Income	3500.00	6217.12	3500.00	1494.00	3500.00		
Cemetery Grant	4185.00	4320.00	4185.00	4185.00	4185.00	Specific Expenditure 2011/12	
P3 & Other Grants	6000.00	6295.00	6000.00	1295.00	6000.00		
Insurance Claim	0.00	8425.00	0.00	0.00	0.00	Tourism	2500
Christmas Lights		2418.00	2000.00	1526.00	2250.00	Youth Provision	15000
Britain In Bloom	1500.00	1890.00	1500.00	1800.00	1800.00	Heathfield Youth Project	2000
Charter Celebrations	0.00	3073.00	0.00	12974.00	0.00	Big Park	18000
Legacy E Hebbditch	0.00	1000.00	0.00	0.00	0.00		35500
Heritage Centre (TOAD) R Aid	0.00	0.00	0.00	7000.00	0.00		
VAT Recovered	5000.00	995.97	14000.00	0.00	0.00	Precept 2010/2011	148855
<b>Total</b>	<b>190240.00</b>	<b>218448.67</b>	<b>197940.00</b>	<b>191882.00</b>	<b>184790.00</b>		
						Precept 2008/2010	148855
Expenditure	Budget 2008/10	Actual 2008/10	Budget 2010/11	Exp. to 30.11.10	Budget 2011/12		
Allotments	500.00	11912.02	500.00	947.00	500.00	Precept 2008/2009	148855
Town Hall	8400.00	9106.46	8000.00	5220.00	9000.00		
Cemetery	9000.00	12966.20	9000.00	6346.00	10000.00		
Britain In Bloom	1800.00	3966.15	2140.00	4703.00	2500.00		
Bus Shelters	500.00	0.00	500.00	0.00	500.00		
Recreation Grounds	14700.00	18385.02	15000.00	12317.00	16000.00		
Establishment Expenses	18000.00	33782.00	18000.00	14958.00	20000.00		
Wages, NJ. & Pensions	66000.00	81564.07	84000.00	55576.00	87000.00		
Pottery Leat	200.00	0.00	200.00	0.00	200.00		
Grants Paid (inc S137 grants)	3000.00	2157.00	3000.00	0.00	2000.00		
Christmas Lights	2700.00	4705.00	2700.00	0.00	2700.00		
Election	4000.00		4500.00	0.00	4500.00		
Contingency	5000.00		5000.00		5000.00		
Tourism	2000.00	1905.00	2300.00	900.00	2500.00		
Parish Paths Partnership	0.00	16.55	100.00	1295.00	100.00		
Charter Celebrations	4000.00	3873.25	4000.00	26057.00	0.00		
Parish Youth Provision	15000.00	15824.01	15000.00	10000.00	15000.00		
Heathfield Play Areas (Big Park)	30440.00		0.00	0.00	16000.00		
Additional Cemetery Works	0.00		5000.00	3599.00	0.00		
Heathfield Youth Project	0.00		5000.00	1179.00	2000.00		
Heritage	0.00	0.00	0.00	10300.00	0.00		
Town Hall Feasibility Study	0.00	0.00	0.00	2223.00	0.00		
Garage Planning Application				1572.00	0.00		
VAT Input Tax	5000.00	0.00	14000.00	0.00	0.00		
<b>Total</b>	<b>190240.00</b>	<b>200162.73</b>	<b>197940.00</b>	<b>157192.00</b>	<b>195500.00</b>		

**PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBER**  
**ON MONDAY 10<sup>th</sup> JANUARY 2011 at 8pm**

**Present:**

The Town Mayor, Cllr Mrs A J Kerswell  
The Deputy Town Mayor, Cllr R A Bray

Cllr A Allen  
Cllr Mrs D E M Black  
Cllr D K Elphick  
Cllr M J Evans  
Cllr G J Gribble\*\*

Cllr A C Griesiell  
Cllr M Harper  
Cllr F W Holmes\*  
Cllr Ms C O Richardson  
Cllr Mrs K J Westbury

\*\*County Cllr  
\*District Cllr

**In attendance:**

One member of the press  
Mr T J Westwood - Town Clerk  
Cllr Mrs E Gedge - Secretary

The meeting was chaired by Cllr Bray.

**PL.11/01. Apologies for absence:**

Cllr M Y Davey (due to illness)  
Cllr Mrs A M Klinkenberg (due to a family bereavement)

**\*Cllr Mrs Kerswell declared a prejudicial interest in Item PL.11/02(c) below.**

**PL.11/02. Consideration of Planning Applications:**

DNPA Applications listed to 17.12.10: None.

TDC Applications listed to 17.12.10:

- a) **10/03852/TPO** The felling of one sycamore tree at Ashburton Close for Wims (UK) Ltd.  
*\*Cllr Gribble and Cllr Holmes declared a personal interest.*  
Observations: The Town Council does not support this application for the following reasons:  
i) The Sycamore tree subject to this application is located within a grass area at the entrance to Ashburton Close.  
ii) The tree is semi-mature and appears to be growing in a healthy and stable condition free from any significant pests' diseases or defects.  
iii) The tree contributes significantly to the visual amenity of the area.
- b) **10/03884/FUL** Dwelling at 14 Cromwells Way for Mrs I Wilcocks.  
*\*Cllr Gribble declared a personal interest.*  
Observations: The Town Council does not support this application for the following reason:  
The proposal would be contrary to Policies H2,H11, C1 and C8 of the Teignbridge Local Plan because the application does not demonstrate that the site is developable for a dwelling having regard to i) the location of a nearby protected tree, ii) the residential amenity of the occupiers of adjoining dwellings, iii) the width of the proposed vehicular access and iv) the character of the site and its surroundings.

DNPA Applications listed to 22.12.10: None.

TDC Applications listed to 23.12.10:

- c) **10/03974/TPO** The crown reduction of one Oak tree and one Lime tree by 20% at Grey Gables, Coombe Cross for Mr V Boorman.

Observations: No objections.

**PL.11/03. Planning Decisions**: Noted.

a) Approvals:

TDC

- i) Extension of time limit for two storey extension at Southbrook House, Southbrook Lane (N/O)
- ii) Retention of removal & replacement of render to gable ends, repairs to stone chimney stack, retention of two gable end windows at 66-70 Fore Street (N/O)

DNPA:

- iii) Extension at Prestbury Court, Brimley Lane (O)
- iv) Relocation of existing business and small scale expansion of shop & café into building previously used for chicken rearing (retrospective application) at Ullacombe Farm, Haytor Road (N/O)

b) Refusals:

TDC

- i) Dwelling at 14 Cromwells Way (N/O)
- ii) Demolition of disused office building & store at Brimley Motors, Pottery Road (O)
- iii) Residential development at Dixons Yard, Pottery Road (O)

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

**PL.11/04. General Planning Matters brought forward by Councillors**:

**Cllr Ms Richardson** enquired about the "The Old Thatched Inn".

**Cllr Mrs Black** enquired about "The King of Prussia".

The meeting closed at 8.07pm.