

BOVEY TRACEY TOWN COUNCIL MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 22nd MARCH 2010 at 7pm

Present:

The Town Mayor, Cllr Mrs M Y Davey
The Deputy Town Mayor, Cllr Mrs A J Kerswell

| | |
|----------------------|---------------------------|
| Cllr A Allen | Cllr A C Griesiell |
| Cllr Mrs D E M Black | Cllr M Harper |
| Cllr R A Bray | Cllr F W Holmes* |
| Cllr D K Elphick | Cllr Mrs A M Klinkenberg* |
| Cllr M J Evans | Cllr Ms C O Richardson |
| Cllr G J Gribble** | Cllr Mrs K J Westbury |

**County Cllr
*District Cllr

In attendance:

Rev K Hooke - Chaplain to the Council
PCSO Paul Wilson
One member of the press
Two members of the public

Mr T J Westwood - Town Clerk
Mrs L M Warren - Secretary

The meeting was chaired by the Town Mayor, Cllr Mrs Davey who invited Rev Hooke to open the proceedings with prayer.

FC.10/12. Apologies for absence:

District Cllr Mrs Morgan

FC.10/13. Items for information: It was noted that:

- a) Cllr Mrs Morgan, as a District Councillor for Bovey Tracey, had not attended any Town Council meetings for 5 or 6 months. The Town Clerk requested that an item be placed on the next Committee agenda to discuss the implications.
- b) The Town Clerk had received information regarding non-compliance of planning regulations at BCT, Heathfield.

****Public Participation Session:**

Commenced at 7.05pm and finished at 7.10pm (Report attached).

FC.10/14. Minutes:

The Minutes of the previous Full Council Meeting of the Town Council held on 25.1.10 (**copy previously circulated*) were confirmed as a true record and duly signed by the Town Mayor, Cllr Mrs Davey.

FC.10/15. Recreation, Parks & Property (RP&P) Committee:

The Report of the meeting held on 22.2.10 was received and adopted (**copy previously circulated*).

FC.10/16. Finance, Resources & General Purposes (FR&GP) Committee:

Ref.Item FR&GP.10/22 (**Bofa Embroidery**). It was noted that the problem had been identified and was being addressed.

The Report of the meeting held 8.3.10, the Financial Statement dated 8.3.10 and the Accounts paid up to 5.3.10 were received and adopted (**copies previously circulated*).

FC.10/17. Planning Committee:

The Reports of the meetings held on 8.2.10, 22.2.10 & 8.3.10 were received and adopted (**copies previously circulated*).

FC.10/18. Charter Celebrations Committee:

The Report of the meeting of the Charter Celebrations Committee held on 1.2.10 was received and adopted (**copy previously circulated*).

FC.10/19. 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*).

*****A short adjournment took place from 7.15pm to 7.30pm to allow for questions, reports and representations from the County, District and Town Councillors (*Report attached).***

FC.10/20. Town Council Pay Role - Ref: FR&GP.10/21

Following the agreement to transfer the administration of the staff's salaries to Teignbridge District Council (TDC), consideration was given to:

- i) The formal signing of the agreement between TDC & Bovey Tracey Town Council. It was noted that this was necessary for the transfer to take place.
- ii) Giving approval for the initial set-up fee of £50.00(+ VAT) and thereafter the charge of £4.00 per payslip (+ VAT).

Resolved:

- iii) To authorise the agreement to be signed.
- iv) To approve the initial set-up fee of £50.00 (+VAT) and the charge of £4.00 per payslip (+VAT).

FC.10/21. Heathfield Youth Project - Sparkworld Site:

Following recent provision of a grant of £2190.00 from the South Devon and Dartmoor CDRP, the Town Clerk updated members on the future of this project in relation to the need to raise further revenue funding from the local community, in order to employ session workers, which will enable the project to commence.

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

FC.10/22. Damage to War Memorial and the Trough in Union Square:

Consideration was given to possible future action arising from the police investigation into the damage to the War Memorial and Trough in Union Square. After discussion it was

Resolved:

To give authority to the Town Clerk to proceed with a prosecution if advised by the police to do so.

The meeting closed at 7.40pm.

BOVEY TRACEY TOWN COUNCIL

Report of the discussions which took place during the adjournments of the Town Council on Monday 22nd March 2010.

Reports and comments from members of the public:7.05pm - 7.10pm:

PCSO Wilson reported that:

- i) Crimes committed in Bovey Tracey and Heathfield included 7 burglaries, criminal damage, theft, possession of drugs, false representation, drunkenness and common assault amounting to 21 reported crimes and 9 reports which were youth related ASBO's (**a detailed list was circulated at the meeting*).
- ii) Specific police patrols were being deployed in Heathfield and in Mill Marsh Park to alleviate the problem of underage drinking.
- iii) Statements had been taken from those suspected of the damage to the War Memorial and Trough in Union Square.

Rev Hooke reported that:

- i) The Good Friday Procession of Witness will take place as usual.
- ii) Rev I Helyer had been licensed to act as Priest-in-Charge at St John's Church.
- iii) A Holiday Club for children was scheduled for week commencing 26th July 2010.

Mr Craven noted with regret:

- i) The environmental issues related to BCT in Heathfield.
- ii) He had not received any satisfactory response from the Town Council regarding previous issues he had raised.

County, District and Town Councillors' Reports: 7.15pm - 7.30pm:

County Cllr Gribble reported that:

- i) He had attended the following:
 - a) The opening of the new bus shelter at New Park.
 - b) A Senior Council Conference.
- ii) Devon County Council was in the process of repairing the potholes caused by the cold weather.
- iii) Overhanging hedgerows were being cut back and drains cleared.
- iv) Necessary repairs and strengthening work was being undertaken to the cantilever bridge over the River Bovey.

In answer to a question about the Minor Injuries' Unit Cllr Gribble stated that a more satisfactory answer from the PCT was awaited.

Cllr Gribble had also attended 12 meetings on behalf of the Town Council and provided a detailed list.

District Cllr Holmes had attended TDC's Overview & Scrutiny Committee meeting. He had spoken at the Development Control Committee meeting against planning permission for a proposed takeaway in Fore Street.

District Cllr Mrs Klinkenberg had attended the Development Control Committee meetings and had been involved in the tendering process for new play equipment in the District. She had also attended the DNPA Planning Conference with Cllr Bray.

Cllr Kerswell reported that she had attended 14 meetings, 10 of which were in connection with the Charter Celebrations.

Cllr Elphick had attended two meetings and stated that volunteers were needed for the Community Centre Management Committee in Heathfield.

Cllr Griesiell thanked the organising committee for arranging the Fairtrade Evening in the Town Hall.

Cllr Mrs Westbury commented favourably on the facilities being provided for the young people of Heathfield.

Cllr Ms Richardson had attended the Fairtrade Evening in the Town Hall.

Cllr M Harper had attended 8 meetings in his capacity as Town Councillor.

Cllr Evans stated that he had been away on business and therefore had been unable to attend any meetings.

Cllr Allen congratulated all those who had organised the various meetings he had attended and stated that the Neighbourhood Watch Schemes in Bovey Tracey and Chudleigh were deemed to be model schemes.

Cllr Bray had attended 3 meetings in his capacity as Town Councillor.

Cllr Mrs Black had attended a Charter Celebrations Committee meeting and a meeting to discuss the Bofa Embroidery.

The Town Mayor's Engagements:

- 3.3.10 Fairtrade Evening in the Town Hall
- 6.3.10 Opening of Local Businesses in Bovey Tracey
- 16.3.10 Opening of Careflex in Heathfield
- Haiti Charity Concert in PPT church
- 21.3.10 Service to License the Rev. Ian Helyer at St John's Church

EMERGENCY PLANNING MEETING HELD IN THE COUNCIL CHAMBER
ON THURSDAY 1ST APRIL 2010 AT 9.30 AM

Present:

Cllr A Allen
Cllr D K Elphick
Cllr M J Evans

Cllr A C Griesiell
Cllr M Harper
Cllr Mrs A M Klinkenberg*

** County Councillor
* District Councillor

In attendance:

Mr T J Westwood - Town Clerk.

The meeting was chaired by Cllr Mrs Klinkenberg.

PL10/21. Apologies for absence:

Deputy Town Mayor Cllr Mrs A J Kerswell (other commitments)
Cllr R A Bray (other commitments)
Cllr G J Gribble (other commitments)

It was noted that the meeting had been called in order to compile with the Planning Inspectorate's final date for the receipt of comments relating to the following appeal.

PL10/22. Consideration of Appeal - Informal Hearing

10/00020/REF Appeal against refusal of planning permission no.
09/01810/FUL - permanent retention of agricultural dwelling at Great
Meadow, Coombe Lane for Mr & Mrs J W White.

Observations: In the light of no further financial accounts the Town Council supports Teignbridge District Council's objections to this planning application for the following reasons:

It fails to demonstrate that the financial test, which was met in the granting of the temporary approval, has not been successfully achieved and maintained or any further financial accounts have been submitted at 1st April 2010.

The siting of the agricultural dwelling would constitute a form of isolated or sporadic development in the countryside which, in the absence of any overriding need, is contrary to the provisions of the development plan.

The meeting closed at 9.50am.

RECREATION, PARKS & PROPERTY (RP&P) COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER ON MONDAY 12th APRIL 2010 at 7pm

Present:

The Deputy Town Mayor, Cllr Mrs A J Kerswell

| | |
|----------------------|---------------------------|
| Cllr A Allen | Cllr A C Griesiell |
| Cllr Mrs D E M Black | Cllr M Harper |
| Cllr R A Bray | Cllr F W Holmes* |
| Cllr D K Elphick | Cllr Mrs A M Klinkenberg* |
| Cllr M J Evans | Cllr Mrs K J Westbury |
| Cllr G J Gribble** | |

**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.10/10. Apologies for Absence:

The Town Mayor, Cllr Mrs M Y Davey (on holiday)
Cllr Ms C O Richardson (unwell)

RP&P.10/11. Consideration of minutes of previous meeting held on 22.2.10

Noted.

RP&P.10/12. Accounts:

The Financial Accounts paid up to 9.4.10 were received and accepted
(*copies circulated at the meeting).

RP&P.10/13. Allotment Holders' Meeting:

An update was received following the recent allotment holders' meeting held on 29.3.10.

Resolved:

they To consider further recommendations from the Allotment Holders when are submitted in writing.

RP&P.10/14. Recreation Ground:

An update was received from Cllr Griesiell following a meeting on 6.4.10 between representatives of the Town Council, Football Club and Cricket Club with regard to the level of ground re-instatement required to be undertaken by the Football Club following the cessation of football matches at the Recreation Ground. It was noted that the playing pitches needed improvement.

Resolved:

To consider recommendations when they are submitted.

RP&P.10/15. District Councillor's Attendance at Full Town Council Meetings:

Following consultation with Teignbridge District Council the Town Clerk clarified the requirements of District Councillors' responsibilities to attend full Council Meetings. It was noted that:

There is no legal requirement for District Councillors to attend Town Council meetings.

Cllr Mrs Morgan has indicated that she will provide a written report if she cannot attend meetings.

RP&P.10/16. Matters brought forward by the Town Clerk & Councillors:

- a) **Cllr Mrs Black** noted that the War Memorial needed some maintenance work to be undertaken.
- b) **Cllr Harper** thanked County Cllr Gribble for the improvement to the Public Footpath between Churchfields Drive and De Tracey Park.
- c) **Cllr Allen** asked for permission to use the Town Crest on stationary used by the Football Clubs involved in the Charter Celebrations and this was granted.
- d) **Cllr Westbury** noted that the contractors had begun work on the new children's play area at Brow Hill, Heathfield.

The meeting closed at 7.13pm.

PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBER
ON MONDAY 12th APRIL 2010 at 7.15pm

Present:

The Deputy Town Mayor, Cllr Mrs A J Kerswell

| | |
|----------------------|---------------------------|
| Cllr A Allen | Cllr A C Griesiell |
| Cllr Mrs D E M Black | Cllr M Harper |
| Cllr R A Bray | Cllr F W Holmes* |
| Cllr D K Elphick | Cllr Mrs A M Klinkenberg* |
| Cllr M J Evans | Cllr Mrs K J Westbury |
| Cllr G J Gribble** | |

**County Cllr
*District Cllr

In attendance:

10 members of the public
Mr T J Westwood - Town Clerk
Mrs E Gedge - Secretary

The meeting was chaired by Cllr Bray.

PL.10/23. Apologies for absence

The Town Mayor, Cllr M Y Davey (on holiday)
Cllr Ms C O Richardson (unwell)

PL.10/24. Consideration of Planning Applications:

TDC Applications listed to 27.2.10: None

DNPA Applications listed to 3.3.10: None

TDC Applications listed to 5.3.10:

Withdrawn Application:

- a) **09/03960/MAJ** Use of land for siting of 14 permanently occupied residential mobile homes and erection of 14 associated domestic garages at land at NGR 281130 76901 Parklands Way for Berkeley Leisure Group.
Observations: Noted.

DNPA Applications listed to 10.3.10: None

TDC Applications listed to 12.3.10:

- b) **10/00478/FUL** Upgrade of existing garage and addition of garden room at 18 Pottery Road for Mrs C Walters.
Observations: The Town Council does not support this application as the proposed Garden Room is of excessive size. However, if TDC has a mind to permit this development, the Town Council wish to state that the garden room should remain ancillary to the existing house.
- c) **10/00714/FUL** Factory extension at Paramount 21, Old Newton Road Heathfield for Mr D Quinn, Paramount 21.
Observations: No objections.
- d) **10/00726/COU** Change of use of Class A1/A3 use to office (Class A2) at Littlecote, Fore Street for Ashby's Estate Agents.
Observations: No objections.

- e) **10/00730/MAJ** Residential development comprising retirement accommodation (up to 24 units) and nursing home (outline application - approval sought for means of access) at land at NGR 281169 79019 Pro Nursing Home, Southbrook Road for Archstone Lifestyle Homes Ltd.

It was noted that TDC's Public Planning Website includes some 30 objections which had been received from local residents to date.

***Cllr Gribble declared a personal interest**

Observations: The Town Council wishes to reiterate the following comments previously stated:

It does not support this application for the following reasons:

a) The present road system providing access to the site along Moretonhampstead Road is inadequate and would prejudice highway safety.

b) The site is not close to the town centre and the application does not provide a clear means of access to the town centre. The present access is steep, along narrow roads without footways. The prospects for improvements are limited. These disadvantages would make these routes dangerous and off putting for pedestrians. With the travel enhancements envisaged in the present travel plan, this site would not achieve the full potential for the most sustainable form of transport.

c) The proposed site is outside the current development boundary for Bovey Tracey.

d) The proposed development would have an adverse effect on the character and setting of the nearby Listed Building of Atway Farm.

However, if Teignbridge District Council has a mind to grant planning permission for this application, the Town Council would expect the following to be included within a Section 106 Agreement.

i) The applicant will provide £50,000.00 to be allocated to Bovey Tracey Town Council towards the improvements of community facilities in Bovey Tracey.

ii) The applicant will provide a minimum of 50% of the houses on the site as affordable homes in a mix of tenures with a suitable locality clause to ensure local residents of the parish of Bovey Tracey currently on the housing waiting list are given the opportunity of occupying these dwellings. A suitable housing trust is to be appointed to manage these properties.

iii) The applicant will provide a 1% Art Contribution of the total development costs.

iv) As a Quality Council, the Town Council requests that it is involved in negotiating any 106 Agreement.

- f) **10/00744/FUL** Single storey extension to rear of garage to form storage and wc/shower room at 8 Kiln Road for Mr Gadd.

Observations: No objections.

- g) **10/00755/FUL** Conservatory to side at Fernworthy, 2 Wallfield Road for Mr Laycock.

Observations: No objections.

- h) **10/00734/VAR** Variation of condition 97/02945/FUL/08 to permit time restriction of flood lighting from 21.00 to 22.00 at land at Mill Marsh Park, St Johns Lane for Bovey Tracey AFC.

Observations: No objections.

- i) **10/00787/FUL** Creation of first floor accommodation by raising ridge height and extension of hips to form gabled ends with 3 dormers to rear and 1 dormer and extended gable to front. Flat roofed single storey extension to rear of garage and pitched roof over existing sun room at Hazeldene, Coombe Cross for Mr S Wright.
***Cllr Gribble declared a personal interest.**

Observations: No objections.

DNPA Applications listed to 17.3.10:

Withdrawn Application

- j) **0037/10** Extension to existing residential care home for an additional ten ensuite bedrooms with associated lounge and ancillary accommodation together with enlarged kitchen plus secondary kitchen extension and eight new parking bays at Prestbury Court, Brimley Lane for Avens Care Homes Ltd.

Observations: Noted.

TDC Applications listed to 19.3.10:

- k) **10/00811/TPO** Crown reduction of one oak tree at 75 Churchfields Drive for Mrs S Hutchings.

Observations: The Town Council has no objections to this application and supports the decision of the arboriculturist.

- l) **19/00874/FUL** First floor side extension over existing flat roofed ground floor to create additional bedrooms at Crestwood, Newton Road for Mr G Hankin.

Observations: No objections.

- m) **10/00880/MAJ** Use of land for siting of 14 permanently occupied residential mobile homes and erection of 14 associated domestic garages at land to north of Parklands Way for Berkeley Leisure Group Ltd.

***Cllr Gribble declared a personal interest.**

Observations: The Town Council supports this application with the proviso that, if TDC gives planning approval, then Berkeley Leisure Group Ltd should enter into a 106 Agreement for a financial sum of £70,000 for off-site community facilities for Bovey Tracey, to include a contribution of £35,000 for the provision of street lighting along a section of Ashburton Road adjacent to the site as identified by DCC.

DNPA Applications listed to 24.3.10: None

TDC Applications listed to 26.3.10:

- n) **10/00851/FUL** Conversion of garage to study, alteration of front elevation from garage door to window at 21 Naseby Drive, Heathfield for Mrs S Nichols.

Observations: No objections.

- o) **10/00870/TPO** Remove limb from one Oak tree and shorten one limb from one Oak tree at 11 Rendells Meadow for Mr Short.

Observations: The Town Council has no objections to this application and supports the decision of the arboriculturist.

- p) **10/00871/TPO** The crown lifting of two Oak trees at 24 Rendells Meadow for Mr Davis.

Observations: The Town Council has no objections to this application and supports the decision of the arboriculturist.

- q) **10/00887/FUL** Rear single storey extension to form lounge and porch at 10 Dolphin Mews, Station Road for Mr S Mayo.

***Cllr Gribble declared a personal interest.**

Observations: No objections.

r **10/00906/COU** Change of use of two flats to one dwelling at 1&2 Devon House, Devon House Drive for Mrs A Wolfe.
Observations: No objections.

PL.10/25. Planning Decisions: Noted.

a) Approvals:

DCC:

i) Composting of shredded garden waste for on-farm use at Beechleigh Farm, Furzeleigh Lane. (O) It was noted that the suggested route had been changed in order to avoid using the Town Centre as requested by the Town Council in its observations on this application.

TDC:

i) Conservatory to side, extension to kitchen at front and replacement of existing shed with new toilet and washroom to rear of garage at Richmond, 20 Coombe Close. (N/O)
ii) Extension to form store, boiler room, w.c. and studio on ground floor and living area and bedroom on first floor at Green Acres, Chapple Road. (N/O)
iii) Reduction of one Magnolia by 20% at Bell House, East Street. (N/O)
iv) Change of use from shop (use Class A1) to takeaway (use Class A5) with installation of extractor flue at 39 Fore Street. (O)
v) Demolition of existing bungalow and erection of new dwelling house (revised scheme) at Copperfield, Lowerdown. (N/O)

b) Refusal:

TDC:

i) Outline application for residential development, including demolition of existing dwelling (approval sought for access and scale) at Dean Parke, Moretonhampstead Road. (O)

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

PL.10/26. Public Bridleway No. 10, Bovey Tracey:

Notification of temporary closure for a maximum period of six months for engineering works.

Observations: Noted.

PL.10/27. General Planning Matters brought forward by Councillors:

Cllr Mrs Klinkenberg noted with regret that the application for development on the Cardew Site had reduced the number of affordable houses from 40% to between 25% and 40%.

Cllr Allen noted with regret that plans for a Unitary Authority for Exeter had not been opposed.

Under Standing Order 16, the following agenda items PL.10/28 & PL.10/29 were brought forward as Urgent Business and

Pursuant to Section 1(2) of the Public bodies (Admission to meetings) Act 1960, in view of the confidential nature of these items relating to the nominations for Representative of the Lord of the Manor of Bovey Tracey and information regarding the Town Hall Feasibility Study, it was agreed to consider these items in the absence of the public.

The members of the public therefore left the meeting at 8.08pm

PL.10/28. Nomination for Representative of the Lord of the Manor of Bovey Tracey:

Consideration was given to the nomination for Representative of the Lord of the Manor of Bovey Tracey. It was noted that only one nomination had been received and it had been circulated prior to the meeting.

Resolved:

To elect **Mr Ken Daniels.**

PL.10/29. Town Hall Feasibility Study:

The Town Clerk gave an up-date with particular reference to alternative garage/workshop accommodation for the outside members of staff.

*(*Copies of the draft plans and elevations of a garage/workshop in St John's Lane had been circulated prior to the meeting).*

of It was noted that planning permission had been given for the provision of 3 industrial units on the land owned by the Town Council in St John's Lane. After discussion it was

Resolved

To authorise the Town Hall Feasibility Study Working Party to progress the matter.

The meeting closed at 8.20pm

FINANCE, RESOURCES & GENERAL PURPOSES (FR&GP) COMMITTEE
HELD IN THE COUNCIL CHAMBER ON MONDAY 26th APRIL 2010 at 7pm

Present:

The Town Mayor, Cllr Mrs M Y Davey
The Deputy Town Mayor, Cllr Mrs A J Kerswell

| | |
|----------------------|---------------------------|
| Cllr A Allen | Cllr A C Griesiell |
| Cllr Mrs D E M Black | Cllr M Harper |
| Cllr R A Bray | Cllr F W Holmes* |
| Cllr M J Evans | 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 L M Warren - Secretary
Ms Tamsin Cook - TDC Planning Support Officer.

The meeting was chaired by Cllr Gribble who welcomed Ms Cook as an observer.

FR&GP.10/28 Apologies for absence:

Cllr D K Elphick (on holiday)
Cllr Mrs K J Westbury (working)

FR&GP.10/29 Consideration of minutes of previous FR&GP committee meeting held on 8.3.10:

Ref:Item no FR&GP.10/22 (**Bofa Embroidery**). It was noted that Ms Jacqui Frost was progressing the matter and has agreed to join the panels.

FR&GP.10/30 Accounts & Financial Statement:

The Financial Statement dated 26.4.10 was received and adopted. The Accounts were approved for payment.

FR&GP.10/31 Bovey Tracey Town Council Risk Management Policy:

Consideration was given to the adoption of the revised Risk Management Policy (**copy previously circulated*), which was an up-date of the previous policy adopted by the Town Council (**Ref minute no: FR&GP.07/21*). It was noted that the Policy is a requirement for the Town Council in order to complete the audit for 2010.

Resolved:

To adopt the revised Risk Management Policy as outlined above.

FR&GP.10/32 Governance & Accountability for Local Councils 2009/10:

Consideration was given to the Annual Report from the appointed Working Party (**Ref minute no:FR&GP.09/85*) following its review of the effectiveness of the Town Council's system of internal audit control (**copy previously circulated*) was received. The Council expressed its appreciation to the Clerk and office staff.

Resolved:

To adopt the Annual Report as presented.

FR&GP.10/33 Health & Safety Review 2009/10:

Consideration was given to the Health & Safety Review of the Town Council's procedures which was recently undertaken by WPS Insurance Brokers on behalf of the Town Council. It was noted that the Town Council had received a satisfactory Inspection Report with no major issues to address.

Resolved:

To adopt the Health & Safety Review as presented.

FR&GP.10/34 Health & Safety Inspection - Play Areas 2009/10:

Consideration was given to the Health & Safety Inspection Report for the play areas at the Recreation Ground and Mill Marsh Park. It was noted that the Report was satisfactory with currently no major issues to be addressed.

Resolved:

To accept the Report as presented and to consider the provision of a new "No Cycling" sign for Mill Marsh Park at the next meeting of the RP&P Committee.

FR&GP.10/35 Appointment of Representatives to Outside Bodies:

Consideration was given to the current list of Town Council Representation on Outside Community Bodies as outlined below. It was noted that appointments will be confirmed at the Annual Meeting of the Town Council on Monday 10th May 2010.

- a) Devon Association of Larger Councils (DALC) - Cllr Gribble
- b) Teignbridge Association of Local Councils (TALC) -
Cllrs Ms Richardson and Evans
- c) Teignbridge Rural Aid Committee - Cllr Gribble
- d) Bovey Tracey in Bloom - Cllr Mrs Black
- e) Bovey Tracey Heritage Trust - Cllrs Mrs Black and Mrs Klinkenberg
- f) Bovey Tracey Exhibition Foundation Trust -
Cllrs Bray, Holmes and Mrs Kerswell
- g) Bovey Youth Action (Youth Café) - Cllr Harper
- h) Bovey Climate Action - Cllr Bray (if needed)
- i) Bovey Tracey Fairtrade Steering Group - Cllr Harper
- j) Bovey Tracey Neighbourhood Watch - Cllr Allen
- k) Bovey Tracey Information Centre - Cllr Bray

FR&GP.10/36 Matters brought forward by Councillors: (*for information only).

- a) **The Town Clerk:**
 - i) Reminded Councillors that the PCC of the PPT Church has arranged an Electoral Forum in connection with the forthcoming General Election on Wednesday 28th April at 7.30pm.
 - ii) Suggested that the addition of the late Cpl. Thompson's name to the War memorial should be considered at a future date.
- b) **Cllr Allen** reported that members of the family of Cpl Thomson, who had been killed in Afghanistan, had expressed their appreciation of the concern and support they had received from the community.
- c) **Cllr Holmes** expressed his concern over the cycling taking place in Mill Marsh Park.

- d) **Cllr Griesiell** noted that the funeral of Mr Stan Dart will take place on 30th April at 12 noon.
- e) **Cllr Harper** requested an update of the list of Councillors' addresses.
- f) **Cllr Gribble** noted that a former Councillor, Mr Bill Gale had been admitted to Rowcroft Hospice, Torquay.

The meeting closed at 7.25pm

Financial Statement 26.4.10

| <u>Accounts to be paid</u> | £ |
|--|-------------------|
| Teignbridge District Council (half year rates) | 450.45 |
| “ “ “ “ “ “ | 476.20 |
| “ “ “ “ “ “ | 354.62 |
| “ “ “ “ “ “ | 497.51 |
| Civil Solutions Ltd | 15.42 |
| Ecotricity | 6.74 |
| Austen Knapman Ltd | 174.67 |
| Mole Valley Farmers Ltd | 29.99 |
| Devon Assoc. of Parish Councils (Annual sub.) | 814.84 |
| Community Council of Devon (Annual sub.) | 30.00 |
| Devon Playing Fields Assoc. (Annual sub.) | <u>35.00</u> |
| | <u>2885.44</u> |
| | |
| Current Account | 8632.99 |
| Accounts to be paid | <u>2885.44</u> |
| | 5747.55 |
| Business Instant Access Account | <u>123,731.09</u> |
| | <u>129,478.64</u> |
| | |
| <u>Imprest Account</u> | <u>523.90</u> |
| | |
| <u>Capital Account</u> | <u>46,574.05</u> |

Accounts paid up to 9.4.10

General Account

| | | £ |
|---------|--------------------------------------|----------------|
| 8.3.10 | Biffa Waste Services Ltd | 232.06 |
| “ | Castles of Dawlish | 42.30 |
| “ | Devon & Cornwall Newspapers Ltd | 35.25 |
| “ | 1 st Office Equipment Ltd | 350.93 |
| “ | P J Bevans | 124.26 |
| “ | Pig Enterprises | 145.00 |
| “ | Sage (UK) Ltd | 346.63 |
| “ | Teignbridge District Council | 822.50 |
| “ | Teignbridge District Council | 1859.51 |
| “ | Mole Valley Farmers Ltd | 15.80 |
| “ | S W Water Ltd | 26.90 |
| 9.3.10 | Post Office Ltd | 60.00 |
| 15.3.10 | N Brock | 236.00 |
| “ | Pulse8internet Ltd | 76.38 |
| “ | Jeffery’s Energy Ltd | 7.99 |
| “ | Inland Revenue | 1095.18 |
| “ | K M Courtier Ltd | 1175.00 |
| “ | Mrs M Y Davey | 250.00 |
| “ | Bovey Tracey Youth Action | 1250.00 |
| 23.3.10 | Mrs M Y Davey | 67.50 |
| “ | N Brock | 236.00 |
| “ | Mole Valley Farmers Ltd | 37.82 |
| “ | R W Hubbard | 30.00 |
| 25.3.10 | W.P.S | <u>351.54</u> |
| | | <u>8874.55</u> |

Direct Debits

| | | |
|---------|--------------------|----------------|
| 10.3.10 | UK Fuels Ltd | 128.33 |
| 25.3.10 | BOC Ltd | 19.98 |
| 1.4.10 | Aviva | 356.85 |
| 2.4.10 | Ing Lease (UK) Ltd | 752.00 |
| 6.4.10 | Orange Payt. | 39.00 |
| 7.4.10 | UK Fuels Ltd | <u>58.04</u> |
| | | <u>1354.20</u> |

Wages/Salaries

| | | |
|---------|------------------|----------------|
| 25.3.10 | T J Westwood | 1172.61 |
| “ | Mrs V Brimicombe | 167.88 |
| “ | Mrs L M Warren | 506.84 |
| “ | Mrs E Gedge | 280.14 |
| “ | R Latham | 104.95 |
| “ | DCC Pension Fund | <u>1183.66</u> |
| | | <u>3416.08</u> |

Imprest Account

| | | |
|---------|-------------|----------------|
| 11.3.10 | R W Hubbard | 173.61 |
| “ | R V Rance | 129.10 |
| “ | G M Penn | 141.03 |
| 18.3.10 | R W Hubbard | 173.81 |
| “ | R V Rance | 128.90 |
| “ | G M Penn | 141.03 |
| 25.3.10 | R W Hubbard | 173.81 |
| “ | R V Rance | 129.10 |
| “ | G M Penn | <u>141.03</u> |
| | | <u>1331.42</u> |

Wages/Salaries

4747.50

Accounts paid up to 23.4.10

General Account

| | | £ |
|---------|------------------------------|----------------|
| 12.4.10 | K R & H E Harvey | 514.06 |
| “ | Biffa Waste Services Ltd | 237.35 |
| “ | Bovey Tracey Youth Action | 1250.00 |
| “ | Civil Solutions Ltd | 16.02 |
| “ | Cox Waste Management | 280.98 |
| “ | Pulse8internet Ltd | 130.43 |
| “ | Castles of Dawlish | 60.49 |
| “ | S W Water Ltd | 17.91 |
| “ | Mole Valley Farmers Ltd | 19.10 |
| “ | PVM Supplies Ltd | 111.16 |
| “ | Westward Marketing | 1057.50 |
| “ | Teignbridge District Council | 293.75 |
| “ | Inland Revenue | 928.26 |
| “ | Mrs A Grant | 65.00 |
| “ | Arnolds | 14.07 |
| “ | Teignbridge District Council | 58.75 |
| “ | Robin Ray Ltd | 25.00 |
| “ | Devon County Council | <u>160.00</u> |
| | | <u>5239.83</u> |

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER
ON MONDAY 26th APRIL 2010 at 7.28pm

Present:

The Town Mayor, Mrs M Y Davey
The Deputy Town Mayor, Cllr Mrs A J Kerswell

| | |
|----------------------|---------------------------|
| Cllr A Allen | Cllr A C Griesiell |
| Cllr Mrs D E M Black | Cllr M Harper |
| Cllr R A Bray | Cllr F W Holmes* |
| Cllr M J Evans | 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 L M Warren - Secretary
Tamsin Cook - TDC Planning Support Officer

The meeting was chaired by Cllr Bray.

PL.10/30. Apologies for absence:

Cllr D K Elphick (on holiday)
Cllr Mrs K J Westbury (working)

PL.10/31. Consideration of Planning Applications:

TDC Applications listed to 2.4.10:

- a) **10/00983/FUL** Single storey rear extension to form bathroom and kitchen and loft conversion to form en-suite bedroom including dormer to rear at 27 Peters Close for Mr & Mrs Brewer.
***Cllr Mrs Kerswell declared a personal interest.**
Observations: The Town Council does not support this application for the following reasons:
The proposed changes to the profile of the property would:
i) be in conflict with the pattern of development of the existing street scene and would be in conflict with the character of the area.
ii) would overlook adjoining properties and could be considered a harmful development to the setting of the adjoining listed building.

DNPA Applications listed to 7.4.10: None

TDC Applications listed to 9.4.10:

- b) **10/01018/FUL** Erection of a solar tunnel for horticultural use by community gardeners at the Walled Garden, Parke for the National Trust Home Farm.
Observations: No objections.

DNPA Applications listed to 14.4.10: None

TDC Applications listed to 16.4.10: None

DNPA Applications listed to 21.4.10: None

Under Standing Order 16, the following items were brought forward as Urgent Business:

TDC Applications listed to 23.4.10:

- Mr
- c) **10/01151/FUL** Retention of summerhouse at Fairways, 9 Chapple Cross for R Lander.
Observations: No objections.
 - d) **10/01174/CLDP** Certificate of Lawful Development for a proposed conservatory at 1 Lower Cannon Road, Heathfield for Mr Van Goor Den Osterlingh.
Observations: No objections.

PL.10/32. Planning Decisions: Noted.

- a) Approvals:
TDC:
 - i) Extension & improvements at 5 Indio Road (N/O)
 - ii) Garage and new door at Bovey Tracey Fire Station (N/O)
- b) Refusal:
TDC:
 - i) Outline permission for 2 one bedroom bungalows at rear of 63 Fore Street/Sett Close (O)

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

PL.10/33. General Planning Matters brought forward by Councillors:

Cllr Gribble commented on the proposals regarding the re-development of the Cardew Site and a general discussion took place.

The meeting closed at 7.55pm.

BOVEY TRACEY TOWN COUNCIL - CHARTER CELEBRATIONS

MINUTES OF THE MEETING OF THE CHARTER CELEBRATIONS COMMITTEE
HELD IN THE TOWN HALL ON MONDAY 15th MARCH 2010 at 7pm

Present:

The Deputy Mayor, Cllr Mrs Avril Kerswell

Cllr Tony Allen
Cllr Mrs Dorreen Black
Cllr Mike Harper

Representatives of Organisations:

| | |
|-----------------|---------------------------------------|
| Bob Arnold | - Bovey Tracey Players |
| Val Brealey | - Bovey Tracey Carnival Committee |
| Jo Eames | - Bovey Tracey Youth Action |
| Ann Gillingham | - Parke WI |
| Linda Griesiell | - Bovey Tracey WI |
| James Mann | - Beating the Bounds Organiser |
| Louise Pawson | - Bovey Tracey Carnival Committee |
| Muriel Rumford | - Christians Together in Bovey Tracey |
| Viv Styles | - Bovey Tracey Heritage Trust |
| Mike Winter | - Bovey Tracey Horticultural Society |
| | |
| Terry Westwood | - Town Clerk |
| Esme Gedge | - Secretary |

Cllr Mrs Avril Kerswell chaired the meeting.

CC.10/01. Apologies:

Cllr George Gribble
Gary Nesbitt-Jones - 1st Bovey Tracey Scouts
Graham Wilding - Bovey Tracey Army Cadet Force
Sarah Oxton - Bovey Tracey Primary School

CC.10/02. Minutes of the meeting held on 1st February 2010:

The minutes of the last meeting (**previously circulated*) were accepted as a true record.

Up-date on Action Points of Planned Events:

- a) Banner Competition - Closing Date 31st March 2010:
Avril and Terry had visited Bovey Tracey Primary School with Clive Pigg (Storyteller) and as a result the children will submit designs for the banners. All entries will be displayed at the Devon Guild and be judged by Erica Steer (Director of the Devon Guild) at the beginning of April.
It was noted that:
i) There were approx 50 competition entries from 1st Bovey Tracey Scouts and Terry agreed to contact Ken Daniels (Scoutmaster) for confirmation. **Action:Terry**
Devon County Council is planning to replace all the lampposts during the week beginning 5th April 2010.
- b) Mosaic:
i) Michelle Wilcox had submitted 2 suggested designs for consideration
ii) The third mosaic depicting the 20th Century to the present day was still being designed. Terry and Avril will meet Michelle on 18th March. **Action:Avril & Terry**
iii) It was noted that Michelle's initial fee is covered by 2 grants amounting to £1,000.00.

- iv) It was agreed that the mosaics will be on display at the Charter Fair and tiles will be added to all three for a small charge (**the amount to be decided*).
- c) Gardeners' Question Time:
No further information available. It seemed unlikely that this will now take place as part of the Charter Celebrations.
- d) Beating of the Bounds:
James gave an up-date of the arrangements to date and the following items were agreed:
i) All landowners had been approached and had given permission for access to their land.
ii) Signs indicating the route will be needed and would be produced "in house". **Action:Terry**
iii) A nominal charge of £2.00 will be charged for each participant.
iv) The event will end at the Town Hall on Holiday Monday 3rd May, where refreshments will be served.
v) Children under 12 are to be accompanied by an adult and will be able to take part free of charge.
vi) Dogs may accompany participants.
vii) It would be advisable to undertake a risk assessment.**Action:James**
viii) Participants may join the route at any point.
ix) The Town Council's Insurance Policy will provide public liability cover.
- e) Charter Ball:
i) Avril reported that whole of The Dolphin Hotel has been reserved for the evening of the Charter Ball.
ii) 180 tickets are available for sale at £25 each and all information regarding the Ball is itemised on the ticket.
iii) Tickets are available from the Town Clerk's Office and from Avril and are already selling well.
- f) Half Marathon and Fun Run:
The following information was noted:
i) 50 entries have been received to date.
ii) All details are itemised on the Town Council's web-site.
iii) The Event will start at 10am followed by the start of the Fun Run at 10.15am on Sunday 4th July.
iv) The House of Marbles is sponsoring the main prizes.
v) A tee-shirt will be given to all competitors in the Half Marathon and those taking part in the Fun Run will receive a souvenir medal.
vi) The Football Club and Swimming Pool Association have generously agreed to make their showers and changing facilities available for the use of participants and will provide a small marquee for the storage of valuables.
- g) Bovey Tracey School Production of Joseph:
Arrangements in hand.
- h) Grand Charter Draw:
Avril reported that £600.00 cash has been pledged by local businesses in the town plus 21 vouchers for various activities
It was agreed that:
i) The First Prize will be £250.00 in cash.
ii) 11 further prizes have been pledged.
iii) The Grand Draw will take place on Sunday 11th July during the evening's entertainment by AJ's Big Band.
iv) Raffle tickets will be sold at the Charter Ball on Saturday 3rd July and then throughout the following week.
v) Tickets will be £1.00 each.
vi) Volunteers will be needed to sell raffle tickets in the Town Centre.

vii) There is no legal requirement to obtain a licence so cloakroom tickets could therefore be used.

- i) Charter Flower Festival:
Muriel & Dorreen reported the following:
 - i) Members of the Baptist Church are still considering whether to enter the Festival.
 - ii) PPT Church, The Church of the Holy Spirit, St John's and the Methodist Church are all involved and making plans.
 - iii) It was agreed to allow £100.00 per church for the purchase of flowers and Terry needed receipts for all purchases. Muriel & Dorreen will notify the relevant people accordingly. **Action:Muriel & Dorreen**

- j) Hand-bell Ringers:
Brian Huxtable has indicated that the Hand-bell Ringers are willing to perform in one of the churches during the Flower Festival. This offer was accepted gratefully and Muriel will contact Brian. **Action:Muriel**

- k) Bovey Heritage Exhibition:
The planning for the Exhibition at the Methodist Hall was well in hand.
 - i) There will be a Medieval Theme and the following will be included: Items of Heraldry, Pottery loaned from Exeter Museum, Brasses available for Brass Rubbing, a replica sword, a facsimile of the original Charter granted in 1260, and a 16' time line to illustrate the history of the area since 1260.
 - ii) The Heritage Centre will extend its opening times during Charter Week.

CC.10/13. Up-date on the two discos planned for The Riverside Inn and the Town Hall:

- a) Town Hall: Jo reported that:
 - i) The Disc Jockey is booked for the Disco in the Town Hall.
 - ii) The timing was agreed as follows:
5.30pm till 7.30pm - for the younger children.
8pm till 10pm for older children.
 - iii) Jo will check that the Disc Jockey has his own lights.
 - iv) Permission was given for the Town Hall to be decorated providing no damage is done.

- b) Riverside Inn:
 - i) Jo has booked two bands from South Dartmoor School and is hoping to arrange the evening to also include a Disc Jockey.
 - ii) It was suggested that families are accommodated till 10pm and over 16's from 10pm till 11.45pm.
 - iii) Jo agreed to check the venue for suitability. **Action:Jo**

CC.10/14. Food Concessions:

Terry reported the following:

- i) There is a need for refreshments to be served at Events connected with the Charter Celebrations.
- ii) The following provision of refreshments was agreed:
 - a) For the Half-Marathon: the Football Club and Swimming Pool Ass. Any profit to be retained by these organisations.

 - b) For the productions in the Marquee by Bovey Tracey School and the Bovey Tracey Players: Val and her team.
Refreshments to consist of teas, coffees, pasties, cakes and ice-creams. Any profit to off-set the expenses of the Charter Celebrations.

 - c) During Charter Week: Val and her team to provide ice-creams etc as above.

d) Charter Market:

It was agreed that this will be situated in Mill Marsh Park and will be made up of a variety of stalls.

Terry reported that:

Marion Carpenter, Manager of the Produce Market has indicated that some stalls wish to sell food. As there is a cost implication in setting up the stalls, and stall holders pay a rent for each market they attend, it was agreed that stall holders be allowed to trade as usual and the Produce Market be requested to make a donation towards the expenses of the Charter Celebrations.

e) Dean Bailey (from Funlands Fun Fair) has agreed to provide 24-hour security for Mill Marsh Park for the 7 days of Charter Week (from Sunday 4th to Monday 12th June). Therefore it was agreed that Mr Bailey be given permission to sell beef-burgers, hot dogs and chips and retain the profit.

f) The owners of Ullacombe Farm have expressed an interest in providing a produce stall. It was agreed to invite them to take part providing only cold produce is sold. Mike agreed to contact them.

Action:Mike H

g) Terry & Avril agreed to ask Mark Gribble if he could provide a hog-roast.

Action:Terry & Avril

h) Alcohol: Stuart from De Tracey's has agreed to provide Beer, Ale, Cider & Wine on Saturday in the marquee.

It was agreed that a charge of £500.00 be made for Saturday but as the event is "weather dependant" it was agreed that this fee could be re-negotiated.

Terry agreed to draft a contract.

Action:Terry

i) No one was in favour of providing a bar on Sunday.

CC.10/15. Up-date on Action points for the Charter Fair, where appropriate:

1) Kay Rumford has agreed to act as the Official Charter Photographer. It was noted that the photographic competition at the Horticultural Show will be of Charter Events.

2) John Wills has agreed to act as the PA presenter for the Charter Fair.

3) Contracts have been signed for A J's Big Band & "Mock Hobby Horse" (Medieval Troupe)

4) Dean Bailey - Funlands Funfair - has agreed to provide the necessary security for Mill Marsh Park at no cost.

5) Location of events on Mill Marsh Park. It was agreed to meet in Mill Marsh Park at the beginning of the next Charter Committee meeting to discuss staging.

Action:All

6) Victorian Flower Show. Mike W appealed for a wooden wheelbarrow for the Victorian Flower Show.

Action:All

7) Archery. It was necessary to contact Ken Daniels. Louise also has a contact.

Action:Terry & Louise

8) Exeter Museum - Tudor Theme. Confirmed.

9) Army Band & Climbing Wall. No further information.

10) Morris Dancing. Newton Bushell Morris Dancers are booked.

11) Maypole Dancing. Terry reported that the children at Bovey Tracey Primary School had been practising.

Further Action:Terry

12) Band for the Grand Procession - The Tiverton Town Band has been booked.

13) Tracey Troopers. Helen Cowell has agreed to reform her troupe.

14) New Century Singers have agreed to take part, possibly for half an hour in the Marquee on Saturday afternoon.

Further Action:Terry

15) Charter Football Match. It was noted that the 60 participants of the Seal Knot Society would be camping in Bullands Field and on the football training pitch in Mill Marsh Park, using the Scout and Football Club's showers and toilets. It was agreed that in return, admission charges taken at the Charter football match be retained by Bovey Tracey AFC.

Action:Tony

16) WI Demonstrations. These will take place in the Marquee on Charter Saturday as part of the display to be mounted by WI members.

Action:Linda & Ann

17) Bovey Tracey players "Old Time Music Hall". This to take place in the Marquee on Thursday. Bob asked for the provision of a scaffold tower for the lights.

Action:Terry

CC.10/16. Bovey Tracey Players & Grand Procession Update:

Bob reported that it would cost approx. £40 per costume for the 8 characters of the Portrieve Court. It was agreed to allow a budget of £400 and all invoices to be made out to Bovey Tracey Town Council. The Bovey Tracey Players would also make a set of stocks. **Action:Bob**

CC.10/17. Update on Publicity:

The following publications have been contacted:

- 1) The Mid Devon Advertiser
- 2) Dartmoor Life
- 3) Westcountry News
- 4) Radio Devon
- 5) Spotlight
- 6) The Cottage

CC.10/18. Programme:

a) The Front Cover will be designed by members of the Bovey Artists Society and the winning entry will be chosen in May and all entries will be displayed at the Devon Guild. **Action:Terry**

b) The inside pages will be designed by members of the Heritage Society. **Action:Viv**

It was noted that large posters could be displayed at the Post Office, Martin Hooper's window, and in the Information Centre

CC.10/19. Dates of the next meetings:

Tuesday 27th April at 7pm on Mill Marsh Park - then in the Town Hall
Monday 17th May at 7pm in the Town Hall (TBC)

The meeting closed at 8.20pm.