

**BOVEY TRACEY TOWN COUNCIL MEETING HELD IN THE COUNCIL CHAMBER**  
**ON MONDAY 20<sup>th</sup> JUNE 2011 at 7pm**

**Present:**

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

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

\*\*County Cllr  
\*District Cllr

**In attendance:**

Rev K Hooke (Chaplain to the Council)  
PCSO Paul Wilson  
One member of the press & a press photographer

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

The Town Mayor, Cllr Bray took the chair, welcomed those present and invited Cllr Mrs Black to unveil the completed Bofa Embroidery. In her remarks Cllr Mrs Black stated that the embroidery had been started in 2000 to mark the Millennium. She thanked all those who had been involved in the production of the finished article.

It was noted that:

- a) Members of the public who wished to see the Bofa Embroidery should contact Cllr Mrs Black.
- b) It would be possible to arrange for the Council Chamber to be opened on a Saturday morning in the near future to view the Embroidery.

**Opening Prayer:**

Cllr Bray invited Rev Hooke to open the meeting with a prayer.

**FC.11/27. Apologies for absence:**

Cllr R J Ashby (on holiday)  
Cllr M J Evans (recovering from an operation)  
Cllr F W Holmes\* (due to a prior engagement)

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

*Commenced at 7.04pm and finished at 7.08pm (\*Report attached)*

**FC.11/28. Minutes:**

- i) The Minutes of the Annual Meeting of the Town Council held on 16.5.11 were confirmed as a true record.
- ii) The minutes of the previous Full Council Meeting of the Town Council held on 16.5.11 were confirmed as a true record.  
*(\*Copies of both sets of minutes previously circulated).*  
Both minutes were duly signed by the Town Mayor, Cllr Bray.

**FC.11/29. Recreation, Parks & Property (RP&P) Committee:**

Ref Item no: RP&P.11/36 (**Dogs on leads - Recreation Ground**). Cllr Elphick reported that he had spoken to dog walkers using the Recreation Ground and had received a favourable response regarding the new Town Council request to keep dogs on the lead.

The Report of the meeting held on 23.5.11 was received and adopted (\*copy previously circulated).

**FC.11/30. Finance, Resources & General Purposes (FR&GP) Committee:**

The Report of the meeting held on 6.6.11, the Financial Statement dated 6.6.11 and the Accounts paid up to 3.6.11 were received and adopted (\*copies previously circulated).

**FC.11/31. Planning Committee:**

The Reports of the meetings held on 23.5.11 & 6.6.11 were received and adopted (\*previously circulated).

**FC.11/32. The Town Mayor's Interests:**

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

**\*\*A short adjournment took place from 7.12pm to 7.22pm to allow for questions, reports and representations from the County, District and Town Councillors (Report attached).**

**FC.11/33. Devon Association of Local Councils (DALC): Election of County Committee 2011-2012 for Teignbridge Area:**

(Ref minute no: FC.11/25)(election to DALC County Committee - Teignbridge Area):

Councillors voted for up to four candidates to serve on the Teignbridge Area of the DALC (\*information on each candidate previously circulated). After the votes had been counted it was

**Resolved:**

That the Town Clerk submits the following names to DALC:  
Mrs Julie Smith (Ilsington), Mr John Farrand-Rogers (Moretonhampstead), Mr Stephen Evans (Chudleigh) and Mr Steve Heathcoate (Whitestone).

**FC.11/34. Good Citizen Award 2011/12:**

Ref minute no: FC.10/53: Cllr Allen brought forward a number of proposals to members for their consideration, in order that the above project can be progressed (\*details of the proposals previously circulated). He suggested that the reasons for making award should be:  
i) To encourage good citizenship  
ii) To raise young peoples' self esteem  
iii) To show that the community cares about its youngsters and  
iv) To help to help to eliminate the "demonisation" of young people.

After various proposals had been presented it was

**Resolved:**

a) That a working group be formed.  
b) To appoint Cllr Allen to act as its Chairman.  
c) To appoint the following Councillors to serve: Cllrs Mrs Black, Evans and Kelly.

**FC.11/35. Diamond Jubilee:**

Ref minute no: FR&GP.11/37 - It was noted that the first meeting of the committee organising events to celebrate the Queen's Diamond Jubilee on 3<sup>rd</sup> June 2012 will take place in the Council Chamber on **Monday 11<sup>th</sup> July at 7pm.**

**FC.11/36. Devon Youth Cricket Festival:**

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

The following points were noted:

- a) The event is due to take place at the Recreation Ground on 26<sup>th</sup> June 2011.
- b) The organisers of the event - Devon Youth Cricket Foundation have requested permission from the Town Council to operate a bar as part of the event in the marquee being provided.
- c) A Temporary Event Notice has been applied for from Teignbridge District Council.
- d) Bovey Tracey Cricket Club fully supports the Festival and has no objections to the request for a bar.
- e) The Cricket Club's bar will also be available.
- f) A hospitality marquee of unknown size is to be provided and Cllr Elphick agreed to supervise its erection.

**Resolved:**

To agree to the request with the following provisos:

- i) The marquee will be erected near the entrance to the Recreation Ground.
- ii) An Indemnity Form, signed by the organisers, is to be given to the Town Clerk before the event takes place.
- iii) The organisers are to recognise that wet weather may affect car-parking on the day.

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

*(Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of its confidential nature, it was agreed to consider this item in the absence of the public).*

*Members of the public left at 7.40pm.*

**FC.11/37. Future Development:**

Ref minute no: FR&GP.11/46 - The Town Clerk up-dated the Council on the possibility of future development in the town and its implications. It was noted that a guest speaker has agreed to address the Council at the meeting of the Planning Committee on Monday 4<sup>th</sup> July 2011.

The meeting closed at 7.48pm.

**BOVEY TRACEY TOWN COUNCIL**

Report of the questions, reports and representations which took place during the adjournments of the Town Council on Monday 20<sup>th</sup> June 2011.

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

**PCSO Paul Wilson** circulated the current list of 17 recorded crimes in Bovey Tracey and Heathfield for May 2011 and made the following comments:

- a) There had been a report of an owner/person in charge of a dog, allowing that dog to injure someone in a public place.
- b) There were no recorded incidents of youth anti-social behaviour.
- c) The French Market and Craft Fair had taken place without incident.
- d) In answer to a question he confirmed that most crimes are categorised and those crimes not falling into a specific category are listed as "non specific".
- e) Devon and Cornwall Police Authority has a new way of dealing with telephone enquiries and asked that members of the public be tolerant if difficulties with the new system occur.

**Rev Kevin Hooke** reported that:

- a) A Youth Pastor is to be appointed and interviews are taking place.
- b) The Children's Summer Holiday Club will take place during the week beginning 25<sup>th</sup> July 2011 and 60 places were available.
- c) On Sunday 19<sup>th</sup> June 2011 the monthly "Messy Church" for children and their families had taken place at Heathfield and had been well supported.

**County, District and Town Councillors' Reports:**

**County, District & Town Cllr Gribble:**

- a) Stated that the County Council was dealing with pot-holes and hedgerow cutting.
- b) Brought members up to date regarding the situation at Bovey Tracey Hospital.
- c) Reported that he had been appointed to serve as portfolio holder on TDC's Executive Committee.
- d) Had attended various events in the town, including the Youth Action AGM.

**District Cllr Mrs Klinkenberg** reported that, at TDC:

- a) She had been appointed to serve on the Planning Committee
- b) She was chair of the Regulatory and Appeals Committee.
- c) She was aware that members of the public were finding it inconvenient that the Bovey Tracey Hospital was closed.
- d) Cllr Holmes had been appointed to serve on the Scrutiny Committee at TDC.

**Cllr Elphick** reported

- a) Residents' worries regarding the inconsiderate parking of lorries along the Old Newton Road.
- b) That it had not been possible to park cars on Mill Marsh Park on the Sunday of the Craft Fair, due to heavy rain.

**Cllr Mrs Kerswell**

- a) Commented on the letter all Councillors had received from NHS Trust regarding the future of Bovey Tracey Hospital and expressed her concerns.
- b) Had attended 2 meetings to formulate the 20-year master plan for Bovey Tracey and various events held in the town including the Centenary School Concert.

**Cllr Kelly** had attended a meeting of TALC.

**Cllr Allen** had attended the School Centenary Concert and recommended Councillors to read the DEFRA White Paper entitled "The Natural Choice - Securing the Value of Nature" which can be accessed on the website "[www.official-documents.gov.uk](http://www.official-documents.gov.uk)"

**Cllr Mrs Black** reported that she had attended the School Centenary Concert and tour, the Craft Fair & French Market, and a Heritage Trust committee meeting.

**Mr Westood (Town Clerk)** thanked Cllr Mrs Black for helping to plant up the flower boxes.

**The Town Mayor's Engagements:**

- 27.5.11 Bovey Tracey Primary School visit - School Centenary Concert
- 9.6.11 Bovey Tracey Craft Fair
- 19.6.11 Visit to Tracey Vale to present a bouquet of flowers and a card to Edith Underhill on the occasion of her 100<sup>th</sup> Birthday.

**PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER**  
**ON MONDAY 4<sup>th</sup> JULY 2011 at 7pm**

**Present:**

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

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

\*\*County Cllr  
\*District Cllr

**In attendance:**

Mr Tony Cook of Storegap Ltd

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

*The first part of the meeting was chaired by the Deputy Town Mayor Cllr Mrs Klinkenberg.*

*\*\*Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the item below, it was agreed to consider the matter in the absence of the public.*

**\*\*The Town Mayor, Cllr Bray declared a personal interest in the first item prior to the commencement of the meeting.**

*Cllr Mrs Klinkenberg then welcomed Mr Tony Cook and invited him to address the Council.*

Mr Cook explained how any future retail direction could affect Bovey Tracey and after asking Councillors to consider what would be appropriate for the Parish, answered a variety of questions.

*Cllr Mrs Klinkenberg thanked him for his presentation and he then left the meeting at 7.40pm. It was agreed to discuss any implications arising from Mr Cook's presentation at the next meeting of the RP&P Committee meeting on 18<sup>th</sup> July 2011.*

*Cllr Evans chaired the remainder of the meeting and thanked Councillors and Staff for the good wishes he had received after his operation.*

**PL.11/40. Apologies for absence:**

Cllr F W Holmes\*

**PL.11/41. Consideration of Planning Applications:**

DNPA Applications listed to 27.5.11: None.

TDC Applications listed to 3.6.11: None.

DNPA Applications listed to 3.6.11: None.

TDC Applications listed to 10.6.11:

- a) **11/01530/FUL** New dwelling at Bourne, Devon House Drive for Mr K Wheatley.  
**\*\* Cllr Gribble declared a personal interest.**

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

- i) The proposed development is outside the Bovey Tracey development boundary.
- ii) The proposed site is in open countryside.
- iii) Maybe the development could be considered as back-land development.

It was further agreed that if the delegated TDC Planning Officer has a mind to grant permission for this development, members requested that Cllr Mrs Klinkenberg refer the application to the Planning Committee for its consideration.

- b) **11/01590/FUL** Single side storey extension with pitched roof over and rear decking at 9 Coombe Close for Mr J Royce.  
Observations: No objections.

- c) **11/01709/LBC** Partial demolition, reconstruction and repairs to first floor structure of stable building at Parke for The National Trust.  
**\*\*Cllr Gribble declared a personal interest.**  
Observations: No objections.

- d) **11/01757/TPO** Crown reduction of one Sweet Chestnut and crown lift two Limes at Newton Lodge, Thorns Cross for Mr M Cox.  
Observations: The Town Council supports the application providing the Arboriculturist at TDC considers the work is necessary

- e) **11/01804/TPO** Pruning of six trees at 45 Musket Road, Heathfield for Ms M Horn.  
Observations: The Town Council supports the application providing the Arboriculturist at TDC considers the work is necessary.

DNPA Applications listed to 10.6.11: None.

TDC Applications listed to 17.6.11:

- f) **11/01869/FUL** Porch at 9 Newlands Drive, New Park for Mr & Mrs Waldock.  
Observations: No objections.

DNPA Applications listed to 17.6.11: None.

TDC Applications listed to 24.6.11:

- g) **11/01958/FUL** Siting of building for use as veterinary practice (use Class Sui Generis) and associated parking and access at 22 Battle Road, Heathfield Industrial Estate for Mole Valley Farmers Ltd.  
**\*\*Cllrs Arnold & Mrs Klinkenberg declared a personal interest.**

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

- i) There would be an increase in traffic movements at the Battle Road junction with the A382.
- ii) There would be an adverse economic impact on existing veterinary practices in the locality.

It was further agreed that if the delegated TDC Planning Officer has a mind to grant permission for this development, please refer to the Ward Member.

- h) **11/01979/TPO** Felling of six trees at 26 Haytor View, Heathfield for Mr K Arscott.  
Observations: The Town Council supports the application providing the Arboriculturist at TDC considers the work is necessary.

- i) **11/01981/FUL** New dwelling and associated infrastructure at Brimley Grange, Brimley Road for Leander Developments.  
**\*\*Cllr Gribble declared a personal interest.**

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

- i) The application site is outside the development boundary
- ii) There would be damage to tree roots due to the installation of services to the site.
- iii) There is an issue with the culvert running through the site which floods in wet weather.

It was further agreed that if the delegated TDC Planning Officer has a mind to grant permission for this development, members requested that Cllr Mrs Klinckenberg refer the application to the Planning Committee for its consideration.

- j) **11/01985/TPO** Crown-lift one lime tree at The Chestnuts, Thorns Cross for Mr R Dale.

Observations: The Town Council supports the application providing the Arboriculturist at TDC considers the work is necessary.

**PL.11/42. Planning Decisions:** Noted.

- a) Approvals:

TDC:

- i) Permanent retention of agricultural dwelling constructed at Great Meadow Farm, Coombe Lane(O). It was noted that the applicant had met the financial criteria needed.
- ii) Residential development at Dixons Yard, Pottery Road(O).
- iii) Demolition of existing office building and garage conversion of barn to dwelling and erection of two dwellings at Brimley Motors, Pottery Road(O).
- iv) Two industrial units (B2) on land at Pottery Road(N/O).
- v) Widening of existing vehicular access at Wildbank, Chapple Road(N/O)
- vi) Topping of 4 Pines and the felling of 1 Pine. 2 Beech trees to be felled. 1 Beech to be pollarded at Grey Walls, Newton Road(N/O).
- vii) Crown lifting of two Oak trees at Hilary, Ashburton Road (N/O).
- viii) Crown lift & deadwood one Oak tree at 26 The Oaks (N/O).
- ix) Industrial Unit & parking at King Charles Business Park, Heathfield (N/O)

- b) Refusals:

TDC:

- i) Dwelling to the south of Heather Cottage, Heathfield (N/O - with conditions.) It was noted that the site had been deemed too small.

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

**PL.11/43. Contemporary Craft Fair 2012:**

Consideration was given to a request from Sarah James, the organiser of the Contemporary Craft Fair to hold the event in Mill Marsh Park probably from 14<sup>th</sup> to 17<sup>th</sup> June 2012.

The following points were noted:

- i) There had been problems accessing Jeffrey's at the end of St Johns Lane due to the closure of the car park in Mill Marsh Park because of wet weather.
- ii) The pedestrian gate from Mill Marsh Park onto the A382 had been removed.
- iii) Exhibitors had parked on Bullands Field without permission from the Town Council.
- iv) The Town Council did not make a charge for the use of Mill Marsh Park but expected the organisers of the Craft Fair to re-instate any damage to the Park.

After further discussion it was

**Resolved**

To grant permission to the organiser of the Contemporary Craft Fair to use Mill Marsh Park in 2012 with certain provisos and conditions stated

clearly, and to invite Ms S James and Ms E Steer to a future meeting to discuss matters.

**PL.11/44. General Planning Matters brought forward by Councillors: (\*For information only).**

- a) **Cllr Gribble** noted that the Developers currently at Brimley Grange had started excavations without permission. Cllr Mrs Klinkenberg agreed to investigate the matter.
- b) **Cllr Mrs Kerswell** enquired about parking problems in the library car park in Cromwells Way. Cllr Gribble agreed to investigate the matter.
- c) **Cllr Mrs Klinkenberg** reported that cars were not only being parked inconsiderately in this location but were also being driven over the pavement in order to exit from this car park.

The meeting closed at 8.24pm.

**RECREATION, PARKS & PROPERTY COMMITTEE HELD  
IN THE COUNCIL CHAMBER ON MONDAY 18<sup>th</sup> JULY 2011 at 7pm**

**Present:**

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

Cllr A Allen	Cllr F W Holmes*
Cllr U Arnold	Cllr E E Kelly
Cllr Mrs D E M Black	Cllr Mrs A J Kerswell
Cllr D K Elphick	Cllr Ms C O Richardson
Cllr M J Evans	Cllr M Tregoning
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 Elphick.*

**RP&P.11/41 Apologies for Absence:**

Cllr R J Ashby (personal commitments)

**RP&P.11/42 Consideration of minutes of previous meeting held on 23.5.11: Noted.**

**RP&P.11/43 Accounts:**

The Financial Accounts paid up to 15.7.11 were received and approved  
(\*copies circulated at the meeting\*).

**RP&P.11/44 Allotments:**

The Town Clerk provided an update on the recent Allotment Tenants' meeting and it was noted that one item requested by one tenant was for members to reconsider allowing tenants to erect one shelter, at their expense and on a site agreed by the Town Council(Ref min no:RP&P.10/47) After discussion it was

**Resolved**

To decline the request.

**RP&P.11/45 Community Land:**

two- Consideration was given to K J Thulborn's quotation of £504.00+VAT per day for clearing the vegetation from the three fields of the Community Land along Le Molay-Littry Way. The quotation included costs for a man gang and all plant on a day-work basis, with all arisings chipped. The works would commence with grass cutting, and the scope of the tree-works required is to be agreed during the works. After discussion and clarification it was

**Resolved:**

To accept the quotation as stated above (*power to spend under Open Spaces Act1906 ss9&10*) and to authorise the work to be undertaken in September.

**RP&P.11/46 Bovey Tracey Football Club (BTFC) - Half Marathon:**

Ref Minute no: RP&P.11/11. Consideration was given to the allocation of 50% of the surplus funds following the Half Marathon in recognition of BTFC support in the organisation of the event. It was noted that the final total of the surplus funds available was approx. £1,500.00.

**Resolved:**

To allocate 50% of the surplus funds to BTFC.

**RP&P.11/47 Bulland's Field:**

Consideration was given to the request from a resident of Cromwells Way to hold a small 18<sup>th</sup> Birthday Party on Bulland's Field on 6<sup>th</sup> August 2011 from 8pm to 10pm. It was noted that there will be adults involved to oversee the party and all litter will be collected and removed.

**Resolved:**

To agree to the request providing that the organisers sign the Town Council's relevant documents and to remind them that if a barbecue is to be used it should be raised off the ground.

**RP&P.11/48 Recess Arrangements for Summer 2011: Noted.**

The Summer Recess period will take place between Monday 25<sup>th</sup> July and Monday 29<sup>th</sup> August 2011.

Planning applications received during the Summer Recess will be available for inspection in the Town Council Office w/c 25.7.11, 8.8.11 & 22.8.11.

Chairmen and Vice-Chairmen are particularly requested to inspect and comment on planning applications. Other members are also welcome to inspect and comment on applications.

**RP&P.11/49 Business Opportunities for Bovey Tracey:**

Following Mr Cook's presentation to members on 4<sup>th</sup> July 2011 a discussion took place of the points raised. (*\*Supporting information was circulated prior to the meeting*).

**Resolved:**

To visit Ottery St Mary with a view to inspecting the businesses in the Town Centre. The Town Clerk will arrange a date and notify members.

**RP&P.11/50 Matters brought forward by the Town Clerk & Councillors:**

- a) **Cllr Mrs Kerswell** reported that the shrubs outside the Methodist Church needed pruning and the rubbish removed. It was noted that this is the responsibility of TDC.
- b) **Cllr Bray** reported that the public area outside West Country Housing in Old Orchard needed attention. It was noted that the matter was in hand.
- c) **Cllr Mrs Klinkenberg** reported an incident involving the injury of a young boy in Mill Marsh Park and was reminded to inform the police.
- d) **Cllr Gribble** reported that he was dealing with a matter at "Big Park" in Heathfield.
- e) **Cllr Arnold** enquired about the ownership of the hedge outside Marlborough Terrace, as trimmings had not been cleared away.

- f) **Cllr Allen** reported a Special Constable could be allotted to the town if a request is made to the Devon & Cornwall Constabulary. Cllr Allen agreed to progress this matter.
- g) **Cllr Mrs Black** noted that
  - i) The Town Council has no legal powers to "Adopt a Pony".
  - ii) The application to "Adopt a Telephone Box" has been submitted.
  - iii) She was thanked for offering to clean the War Memorial.
- h) **Cllr Gribble** noted that one use for an adopted old telephone box could be for storing a defibrillator.
- i) **Cllr Evans** reported that the hedge alongside the swimming pool needed to be trimmed. It was noted that this matter was in hand.
- j) **Cllr Elphick** reported that:
  - i) The damaged goal mouth in the Recreation Ground had been reinstated.
  - ii) Lorries were continuing to park on the newly repaired pedestrian footpath in Battle Road, Heathfield.
- k) **Cllr Kelly** noted that it is advisable to note the registration numbers of lorries parking in this area and the name of the relevant company.
- l) **Mr Westwood** reported that:
  - i) The Football Club had requested permission to park cars on Mill Marsh Park during a football match which was to take place there. It was agreed to grant permission with the usual provisos.
  - ii) A new gate will be erected at the entrance to Mill Marsh Park from St Johns Lane in due course.

The meeting closed at 8.10pm

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER  
ON MONDAY 18<sup>th</sup> JULY 2011 at 8.10pm

**Present:**

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

Cllr A Allen	Cllr F W Holmes*
Cllr U Arnold	Cllr E E Kelly
Cllr Mrs D E M Black	Cllr Mrs A J Kerswell
Cllr D K Elphick	Cllr Ms C O Richardson
Cllr M J Evans	Cllr M Tregoning
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 Evans.*

**PL.11/45. Apologies for absence:**

Cllr R J Ashby (personal commitment)

**PL.11/46. Consideration of Planning Applications:**

DNPA Applications listed to 24.6.11:

- a) **0314/11** Create new gateway/access to field number 4S71 on the C90 road and make good existing gateway with removed hedge-bank at land at Bullaton Farm for Mrs C Seward.  
**\*Cllr Arnold declared a personal interest.**  
Observations: No objections.

TDC & DNPA Applications listed to 1.7.11: None

TDC Applications listed to 8.7.11:

- b) **11/02205/FUL** Pitched roof extension to existing garage with storage space within existing, and proposed roof including roof lights to front and rear elevations, and two windows to ground floor rear elevation at Tappers Barn, Little Bovey Farm for Mr R Sokolowski.  
Observations: The Town Council continues to object to this further application for amendments to the original design as the amendments seem to constitute a move towards a dwelling - rather than a garage with storage space as per permission given for 11/00093/FUL.

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

DNPA Applications listed to 8.7.11: None

TDC Applications listed to 15.7.11:

- c) **11/02122/FUL** Creation of three new window openings at ground floor level to the south west (front elevation) at International House, Battle Road, Heathfield.  
Observations: No objections.
- d) **11/02237/FUL** Alterations and extension to farm buildings at Challabrook Farm, Challabrook Lane for Mr R Mann.  
**\*Cllr Gribble declared a personal interest.**  
Observations: No objections.

- e) **11/02278/TPO** Pruning of two Scots Pine and one English Oak and felling of one English Oak at 2 Cavalry Drive, Heathfield for  
Observations: The Town supports this application providing TDC's Arboriculturist considers the works are necessary.

DNPA Applications listed to 15.7.11:

- f) **0358/11** Erection of timber-framed stables and tack-room at Aller Farm House for Mr & Mrs R E Hunter.  
**\*Cllr Gribble declared a personal interest.**  
Observations: The Town Council supports this application in principle providing the proposed building does not have an adverse impact, due to its location, on the surrounding countryside

**PL.11/47. Planning Decisions:** Noted.

- a) Approvals:

TDC:

- i) Engineering operations in relation to the re-modelling of existing ponds and adjacent land at former Cardew Pottery, Newton Road. (N/O)
- ii) Approval of details for 112 dwellings at former Cardew Pottery(N/O)
- iii) Change of use from office to tearoom at Parke. (N/O)
- iv) Single storey industrial unit (Use Class B2-General Industrial) with parking at land at King Charles Business Park, Heathfield (N/O)
- v) Enclosure over existing swimming pool at Brimley Cross. (N/O)
- vi) Pruning of six trees at 45 Musket Road, Heathfield. (N/O)

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

**PL.11/48. General Planning Matters brought forward by Councillors:**

- a) **Cllr Mrs Kerswell** asked for clarification regarding the displaying of A-boards on pavements and highways.
- b) **Cllr Allen** asked for information about the "significant changes" relating to the planning proposals for the site at Drumbridges roundabout which were reported in the newspaper. It was noted that a proposed plans for an hotel and filling station have been changed to a market and church for Plymouth Brethren.

The meeting closed at 8.32pm.

**FINANCE, RESOURCES & GENERAL PURPOSES (FR&GP) COMMITTEE**  
**HELD IN THE TOWN HALL ON MONDAY 12<sup>th</sup> SEPTEMBER 2011 at 7pm**

**Present:**

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

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

\*\*County Cllr  
\*District Cllr

**In attendance:**

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

The meeting was chaired by Cllr Gribble.

Prior to the commencement of the meeting, Mr Rob Richards and Mr Ian James of Devon County Council gave a comprehensive presentation about the current progress of the Wray Valley Community Path and outlined future proposals and suggestions for the route through Bovey Tracey Parish.

Cllr Gribble thanked both officers for attending and they then left the meeting at 7.40pm.

**FR&GP.11/47 Apologies for absence:**

Cllr R J Ashby (on holiday)  
The Town Mayor, Cllr R A Bray (personal commitments)  
Cllr F W Holmes\*

**FR&GP.11/48 Consideration of minutes of previous FR&GP Committee meeting held on 6.6.11:**

Noted.

**FR&GP.11/49 Accounts & Financial Statement:**

The Financial Statement dated 12.9.11 was received and adopted.  
The accounts were approved for payment.

**FR&GP.11/50 Street Lighting - Devon County Council Part-Night Lighting Policy:**

It was noted that:

- a) Devon County Council (DCC) has approved a policy of part-night lighting in residential areas across the whole county, which will result in the lights being switched off at about 12.30am for a period of five hours.
- b) This is being implemented to reduce both carbon emissions and energy costs.
- c) The Government's Comprehensive Spending Review has added a degree of urgency to the delivery of the change to part-night lighting.
- d) DCC has written to inform the Town Council that the change to part-night lighting in residential areas in Bovey Tracey will take place within the next few months.
- e) Main routes of A382 & B3344 (Station Road & Le Molay-Littry Way) will remain lit at night.
- f) The Police and County Councillor Gribble have also been included in this consultation.

Members were requested to consider whether there are any particular residential areas that may require street lighting to remain on at the present timings.

**Resolved:**

To notify the Town Clerk of any roads/footpaths within the parish where it would be preferable for the street lights to remain lit all night.

**FR&GP.11/51 Wray Valley Community Path:**

Having noted the information provided from the presentation for the suggested route through Bovey Tracey of the Wray Valley Community Path, Councillors considered possible routes.

**\*County/District Cllr Gribble declared a personal interest.**

After considerable discussion it was

**Resolved:**

To agree in principle that the designated route go through Mill Marsh Park, parallel to the river.

**FR&GP.11/52 Business Opportunities for Bovey Tracey:**

Following the recent fact-finding trip to Ottery St Mary including the meeting with members of Ottery St Mary Town Council and Ottery St Mary's Chamber of Commerce, consideration was given to the proposals which had been outlined previously. (*\*Further information on the next stage, if the Town Council wished to proceed with this initial proposal, was previously circulated*).

After considerable discussion it was

**Resolved:**

To request the Town Clerk:

- a) To apply for places at the Somerset Towns Forum meeting on October 5<sup>th</sup> 2011 at Shepton Mallet.
- b) To contact the Town Clerk at Kingsbridge and arrange a visit.

**FR&GP.11/53 Appointment of Internal Auditor:**

Consideration was given to renewing the contract with Mr Ken Abraham who acts as the Internal Auditor for the Town Council's Accounts.

It was noted that:

- a) The current contract with Mr Abraham expired with the completion of the 2010/2011 Annual Return.
- b) The fee for the 2010/11 audit was £490.00.  
(*\*Copies of the proposed contract and the scale of fees were previously circulated*).

**Resolved:**

To renew Mr K Abraham's contract for a further five year period.

**FR&GP.11/54 Charter Mosaic:**

It was noted that in order to install one of the Charter Mosaics on the wall of the public toilets in Station Road there is a requirement to enter into an agreement with Teignbridge District Council prior to any works commencing.

Consideration was given to the approval of the terms of the licence so that this project can progress. (*\*A draft terms for a licence was previously circulated*).

**Resolved:**

To apply for the licence.

**FR&GP.11/55 Cardew Site:**

Consideration was given to appropriate names for the roads on this Development. (*\*Options were circulated at the meeting*).

**Resolved:**

To submit the name "Templer Court".

**FR&GP.11/56 Bovey Tracey Football Club (BTFC) - Use of Pitch at Recreation Ground:**

*(Item brought forward by Cllr Elphick)*

Consideration was given to withdrawing the use of the football pitch at the Recreation Ground until the surfaces of the goal mouths have been re-instated by the Football Club to the satisfaction of the Town Council.

*(\*Cllr Kelly left the meeting at 8.48pm).*

After considerable discussion it was

**Resolved:**

i) It is the Town Council's considered opinion - following a meeting with members of the Town Council and BTFC on 10.9.11 - that there should be no football matches or practice sessions at the Recreation Ground for the 2011/12 season due to the need to undertake essential repairs to the playing surface over the autumn and winter period.

ii) To ensure this is achieved to a satisfactory level, working with both the Cricket and Football Clubs, a complete schedule of work and costs is to be prepared in order to commence improving the playing surface (excluding the cricket square).

iii) Schedule

The schedule will incorporate that correct maintenance is carried out and adhered to year round. It is expected that both clubs will agree to the maintenance schedule and programme of works. It is anticipated the schedule will be available for members to consider at the RP&P committee meeting on 24.10.11.

iv) Use of Mill Marsh Park

BTFC will be allowed to install a football pitch in Mill Marsh Park for one season only (2011/12). Conditions relating to granting this request are as follows:

a) The location of the pitch in Mill Marsh Park will be at the discretion of the Town Council.

b) All football posts will be portable and not fixed permanently.

c) The pitch is to be used on Saturdays only for matches. The pitch will not be used for practice sessions or at any other time. Permission is for the 2011/12 season only due to the necessary works at the Recreation Ground.

d) Full reinstatement of the pitch will be required by a set date - to be decided by the Town Council when the date of the last fixture of 2011/12 season is known. If the work is not completed by that date, the Town Council will instruct a competent contractor to undertake the work and re-charge BTFC all the costs involved. It is not anticipated the permission will extend beyond the first Sunday in April 2012.

e) If any substantial complaint is received from a member of the public in relation to the conduct of players and spectators during football matches, permission to use Mill Marsh Park will be withdrawn immediately.

BTFC has to appreciate Mill Marsh is a recreational area for the benefit of parishioners, and accommodating a football pitch and the subsequent football matches should not encroach on parishioners enjoying this facility.

These provisional conditions are to be confirmed and may be added to.

**FR&GP.11/57 For Information:**

- i) AGM's of Devon Association of Local Councils & Community Council of Devon on 8.10.11 at Exeter Racecourse 9.30am-4pm
- ii) AGM of Bovey Tracey Business Association on 14.9.11 at the Dolphin Hotel 7.30pm.
- iii) Tour of Britain Cycle Race through Bovey Tracey on Thursday 15<sup>th</sup> September 2011 at approx 11.00am.

**FR&GP.11/58 Matters brought forward by Councillors:**

**Cllr Mrs Kerswell** reported that she had received complaints regarding dogs running loose and fouling on the Recreation Ground.

The meeting closed at 8.58pm.

Accounts paid up to 15.7.11

<u>General Account</u>		£
6.6.11	1 <sup>st</sup> Office Equipment Ltd	578.26
“	Arnolds	20.90
“	Castles of Dawlish	98.38
“	Firewatch SW Ltd	185.53
“	Mole Valley Farmers Ltd	95.99
7.6.11	B T Youth Action	834.00
21.6.11	Boyces at Manstree	2834.88
“	Castles of Dawlish	114.24
“	Lea Park Nurseries	929.64
“	Newton Bushel Morris	120.00
“	H & A Waste Services Ltd	193.44
“	R W Hubbard	36.99
“	K J Thulborn Ltd	1341.82
“	Michelle Wilcox	250.00
“	Devon & Cornwall Newspapers Ltd	469.00
“	S W Water Ltd	5.21
5.7.11	C Coombes	17.00
“	N Brock	820.00
“	Bovey Tracey AFC	62.25
“	Mole Valley Farmers Ltd	155.29
“	Record RSS Ltd	3849.60
“	Miss Y Nicholls	60.00
“	Orchard Print	837.54
“	Teignbridge District Council	300.00
“	Pulse8internet Ltd	126.00
“	B T Youth Action	834.00
“	Team Strides	419.40
“	Post Office Ltd	86.00
“	Half Marathon Entry Fee Refunds	120.00
11.7.11	Dignity Funeral Services Ltd	2012.00
“	Record RSS Ltd	414.00
“	C R Willcocks & Co Ltd	6.91
“	S W Water Ltd	46.21
“	Sound & Visual Systems Ltd	<u>645.60</u>
		<u>18920.08</u>

Wages/Salaries 10793.40

<u>Direct Debits</u>		
6.6.11	Orange Payt.	39.73
8.6.11	UK Fuels Ltd	179.06
27.6.11	BOC Ltd	21.48
29.6.11	CanNetworks	34.45
1.7.11	Aviva	421.29
4.7.11	Ing Lease	1164.00
5.7.11	Orange Payt.	39.73
6.7.11	UK Fuels Ltd	<u>78.22</u>
		<u>1977.96</u>

Accounts paid up to 9.9.11General Account

		£
18.7.11	N Brock	260.00
“	Castles of Dawlish	39.05
“	Devon Assoc. of Local Councils	66.00
“	H & A Waste Services Ltd	187.20
“	S W Water Ltd	35.17
“	MNR Projects Ltd	2040.00
28.7.11	SD Building Services	540.00
“	Firewatch SW Ltd	223.61
“	Mole Valley Farmers Ltd	77.40
“	EDF Energy 1 Ltd	4.42
“	R W Hubbard	36.99
“	K J Thulborn Ltd	1109.86
“	Ecotricity	5.73
1.8.11	Bovey Tracey AFC	750.00
9.8.11	Mole Valley Farmers Ltd	70.98
“	EDF Energy 1 Ltd	77.86
“	1 <sup>st</sup> Office Equipment Ltd	78.00
“	PVM Supplies Ltd	136.78
“	Devon & Cornwall Newspapers Ltd	36.00
“	Elizabeth Westwood (Traidcraft)	70.20
“	Civil Solutions Ltd	63.34
“	Bovey Tracey Youth Action	834.00
“	Teignbridge District Council	2993.38
11.8.11	S W Water Ltd	43.22
“	Arnolds	22.49
“	Castles of Dawlish	46.48
“	Bovey Court Garage	156.46
19.8.11	Dartmoor Heathers & Gardens	1215.90
“	Castles of Dawlish	17.27
“	Max Bayles Professional Tree Care Ltd	792.00
“	WPS Insurance Brokers	10.00
“	Office Furniture Online	648.00
“	Teignbridge District Council	156.45
“	S W Water Ltd	5.84
“	K J Thulborn Ltd	2011.73
26.8.11	H & A Waste Services Ltd	318.24
“	Southern Electric	102.11
“	S Ripley	495.00
“	EDF Energy	48.68
1.9.11	Bim	140.00
“	N Brock	260.00
“	Bovey Tracey Youth Action	834.00
“	1 <sup>st</sup> Office Equipment Ltd	<u>338.03</u>
		<u>17397.87</u>

Wages/Salaries

5421.46

Direct Debits

28.7.11	Can Networks	37.27
1.8.11	Aviva	421.29
4.8.11	Ecotricity	70.68
“	Ecotricity	153.12
5.8.11	Orange Payt.	39.73
10.8.11	UK Fuels Ltd	146.30
26.8.11	Can Networks	36.05
1.9.11	Aviva	421.29
5.9.11	Orange Payt.	39.73
7.9.11	UK Fuels Ltd	<u>140.68</u>

**FINANCIAL STATEMENT 12<sup>th</sup> SEPTEMBER 2011**

<u>Accounts to be paid</u>	£
N Brock	260.00
Chudleigh Town Council	55.65
Robin Ray Ltd	25.00
Teignbridge District Council	5300.00
K J Thulborn Ltd	632.38
S W Water Ltd	22.18
“ “ “	<u>13.66</u>
	<u>6308.87</u>
Current Account	8954.34
Accounts to be paid	<u>6308.87</u>
	2645.47
Business Instant Access Account	<u>54751.49</u>
	<u>57396.96</u>
<u>Fixed Term Deposit</u>	<u>70349.04</u>

**PLANNING COMMITTEE MEETING HELD IN THE TOWN HALL**  
**ON MONDAY 12<sup>th</sup> SEPTEMBER 2011 at 9pm**

**Present:**

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

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

\*\*County Cllr  
\*District Cllr

**In attendance:**

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

The meeting was chaired by Cllr Evans.

**PL.11/49. Apologies for absence:**

Cllr R J Ashby (on holiday)  
The Town Mayor, Cllr R A Bray (personal commitments)  
Cllr F W Holmes\*  
Cllr E E Kelly (Family commitments)

**PL.11/50. Consideration of Planning Applications:**

TDC Applications listed to 26.8.11:

- a) **11/02119/FUL** First floor extension to include Juliet balcony and conversion of garage into living accommodation and addition of porch at 12 Storrs Close for Mr A Downton.  
Observations: No objections.
- b) **11/02759/FUL** Installation of solar panels on south and west sides of dwelling at Faraway, Brimley Road for Mr and Mrs Cornish.  
**\*Cllrs Evans & Gribble declared a personal interest.**  
Observations: No objections.
- c) **11/02851/LBC** Porch to the west elevation at 2 Southbrook Cottages for Mr Martin.  
**\*Cllr Tregoning declared a prejudicial interest.**  
**\*Cllr Gribble declared a personal interest.**  
Observations: No objections.
- d) **11/02843/TPO** Felling of two oak and pruning of four oaks at 16 Forbes Close, Heathfield for Mrs V Garforth.  
Observations: The Town Council will support the decision of TDC Arboriculturist.

DNPA Applications listed to 26.8.11:

- e) **0421/11** Construction of open-fronted, oak-framed triple garage at 8 Hawkmoor Parke for Mr R Arnold.  
Observations: No objections providing the application is not contrary to DNPA guidelines.
- f) **0436/11** Solar PV 4kw system on roof of barn at Shaptor Barn, Shaptor Farm for Mr R Taylor.  
Observations: No objections providing the application is not contrary to DNPA guidelines

TDC Applications listed to 2.9.11:

- g) **11/02926/COU** Change of use from warehousing (use Class B8) to light engineering (use Class B2) at 23 Cross Grange, Fairfax Road, Heathfield for South West Lifts Ltd.  
Observations: No objections.

**PL.11/51. Planning Decisions:** Noted.

- a) Approvals:

TDC:

- i) Creation of three new window openings at ground floor level to the south west (front) elevation at International House, Battle Road, Heathfield. (N/O)  
ii) Pruning of two Scots Pine and one English Oak and felling of one English Oak at 2 Cavalry Drive, Heathfield. (N/O)

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

**PL.11/52. General Planning Matters brought forward by Councillors:** None.

The meeting closed at 9.10pm.

The Town Mayor, Deputy Town Mayor, Chairmen and Vice-Chairmen of the RP&P, FR&GP and Planning Committees were given authority at the RP&P Committee meeting held on Monday 18<sup>th</sup> July 2011 (minute no:RP&P.11/48) to view planning applications and general correspondence during the recess in order to make relevant comments. Other Councillors were also invited to make comments should they wish to do so. The following report gives details of action taken.

**R.11/01. Consideration of Planning Applications:**

TDC Applications listed to 22.7.11: None

DNPA Applications listed to 27.7.11: None

TDC Applications listed to 29.7.11:

- a) **11/01542/FUL** Erection of a single storey dwelling at 14 Cromwells Way for Mrs I Willcocks.  
Observations: The Town Council continues to oppose this application for the following reasons:

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.

- b) **11/02339/FUL** Erection of external standby generator to front elevation at Heathfield Units, Battle Road, Heathfield for Sandpiper Books.  
Observations: No objections.

- c) **11/02495/FUL** Photovoltaic panels at 2 Devon House Drive for Mr C Dell.  
Observations: No objections.

- d) **11/02514/FUL** Single storey extension to the side elevation at 3 Pottery Road for Mr D Rowe.  
**\*County Cllr Gribble declared a personal interest.**  
Observations: No objections.

DNPA Applications listed to 3.8.11: None.

TDC Applications listed to 5.8.11:

- e) **11/02325/FUL** Enlarge existing garage including garden room over at 19 Pottery Road for Mr J Lilley.  
Observations: No objections in principle to the proposed enlargement of the existing garage but concerns were raised with regard to the proposed garden room which would overlook neighbouring properties resulting in loss of privacy.

- f) **11/02542/FUL** Single storey garden room extension to replace existing conservatory at 11 The Oaks for Mr & Mrs E Ridgewell.  
**\*Cllr Gribble declared a personal interest.**  
Observations: No objections.

- g) **11/02554/TPO** Dismantle ash tree to 6 metre stump at 17 Rendells Meadow for Mr Stocking.  
Observations: No objections.  
**\*\*Please note:** The Town Council supports this application providing TDC's arboriculturist considers the works are necessary.

Application for Adjoining Parish:

- h) **11/02566/FUL** Proposed alteration to hedge position and entrance to provide improved entrance at Little Dunley Farm for Mr Nock.  
Observations: No objections.

Revised Applicant Name & Address:

- i) **11/02122/FUL** Creation of 3 new windows at ground floor level to SW elevation at International House, Battle Road, Heathfield for *Sandpiper Books, 24 Langroyd Road, London SW17 7PL*.  
Observations: Noted.

DNPA Applications listed 10.8.11: None.

TDC Applications listed to 12.8.11:

- j) **11/02552/ADV** Erection of illuminated and non-illuminated building-mounted and boundary signage (new and replacement) at 22 Battle Road, Heathfield for Mole Valley Farmers.  
**\*Cllr Mrs Klinkenberg declared a personal interest.**  
Observations: No objections.
- k) **11/02628/FUL** Porch to north east elevation at 51 Five Acres, New Park for Mr & Mrs Marsh.  
Observations: No objections.

Appeal - Written Representations:

- l) **11/00029/REF** Appeal against refusal of planning permission for proposed dwelling rear of Heat\*her Cottage, Old Newton Road for Mr K Revell.  
Observations: Noted.

DNPA Applications listed to 17.8.11: None.

TDC Applications listed to 19.8.11:

- m) **11/02271/FUL** Installation of play equipment/facilities at St Catherine's C of E Primary School, Musket Road, Heathfield for the Governing Body.  
Observations: No objections.

Application for Adjoining Parish:

- n) **11/02555/MAJ** Outline application for a mixed use development comprising a Livestock Market; B2 and B8 Employment Development (with ancillary B1 office accommodation); Religious Meeting Hall (use Class D1); Restaurant/Pub; and Residential Development (including demolition of existing dwellings at Gaverick Court) together with associated landscaping, play space drainage, car parking and access at Land at Ilford Park, Stover for Arnold White Estates Ltd.  
Observations: No objections.

**R.11/02. Planning Decisions:**

- a) Approvals:

TDC:

- i) Porch at 9 Newlands Drive, New Park (N/O)  
ii) Crown Reduction of one Sweet Chestnut and crown lift Limes at Newton Lodge, Thorne Cross (N/O)  
iii) Replacement external timber staircase to first floor flat at 27A Fore Street (N/O)  
iv) Conversion of rear extensions to one unit annexed accommodation at Wollleigh House (N/O)

- v) Demolition of existing and construction of new dwelling at Tresleigh, Bradley Road (O)
- vi) Installation of dormer window at Mimosa Cottage, 3 Fore Street (N/O)
- vii) Single storey side extension and rear decking at 9 Coombe Close (N/O)
- viii) Alterations to farm building at Challabrook Farm, Challabrook Lane (N/O)
- ix) Felling of 6 trees at 26 Haytor View, Heathfield (N/O)
- x) Partial demolition, reconstruction & repairs of stable building at Parke (N/O)
- xi) New dwelling & infrastructure at Brimley Grange, Brimley Road (O)
- xii) Crownlift one Lime tree at The Chestnuts, Thorne Cross (N/O)
- xiii) Extension including roof lights & windows at Tappers Barn, Little Bovey Farm (O)
- xiv) Building for veterinary practice, parking & access at 22 Battle Road, Heathfield (O)

DNPA:

- xv) New gateway/access into field from road C90 at land at Bullaton Farm, Hennock (N/O)

b) Refusals: None

c) Appeals:

Against refusal of planning permission for extensions to first floor and roofspace at 11&12 Hawkmoor Cottages.

**R.11/03. Correspondence:**

DNPA 60<sup>th</sup> Anniversary Dartmoor Community Quiz on 11.10.11.

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

MINUTES OF THE PRELIMINARY MEETING HELD IN THE COUNCIL CHAMBER  
on MONDAY 11<sup>th</sup> JULY 2011 at 7pm

Present:

Cllr Avril Kerswell - Chairman  
Cllr Anna Klinkenberg  
Cllr Tina Richardson

Anne Gillingham  
Linda Griesiell  
Louise Pawson  
Mike Winter

Esme Gedge - Secretary

Cllr Avril Kerswell opened the meeting by thanking all those present for attending, and stating that the meeting was intended as an open forum for ideas and discussion.

**DJC.11/01**    Apologies:

Val Brealey

**DJC.11/02**    Ideas, comments and questions:

i)    Avril outlined the Official Programme:

The following Events were noted:

- a) Sat 2<sup>nd</sup> June 2012 - The Queen attending the Epsom Derby
- b) Sun 3<sup>rd</sup> June 2012 - National Jubilee Lunches/teas --  
Everyone taking part.  
Flotilla of boats along the Thames
- c) Mon 4<sup>th</sup> June 2012 - BBC Concert at Buckingham Palace  
Diamond Jubilee Beacons to be lit
- d) Tue 5<sup>th</sup> June 2012 - Thanksgiving Service in St Paul's Cathedral

ii)    Possible programme for Bovey Tracey to take place on Sun 3<sup>rd</sup> June 2012:

- a) Morning Church Service. Rev Kevin Hooke is willing to make the necessary arrangements.
- b) A Giant Street Party down Fore Street
- c) Entertainment
- d) The lighting of a Diamond Jubilee Beacon on top of the Church Tower

iii)    Questions and Comments:

1. Giant Street Party:

- a) A party at Tea Time was favoured - 3.30pm for 4pm. This would give time to set up the tables after the Church Service
- b) It was estimated that 200 trestle tables would be needed.
- c) The catering would be in the form of a "Bring & Share".
- d) Banqueting roll to cover the tables and bunting would be supplied.
- e) Everyone living in Bovey Tracey & Heathfield would be encouraged take part.
- f) Suggested dress code: Red, White and Blue!
- g) Participants would be asked to bring their own chairs, crockery and cutlery. Alternatively paper plates & cups could be provided.
- h) The public toilets would be available and the proprietors of "The Cromwell" and "De Tracey's" have already indicated they would be

willing to open their toilets for public use. This would eliminate the need to hire portable loos.

- i) Fore Street could be closed from Courtenay House to the junction with Le Molay-Littry Way. This will not affect the delivery of staging, tables, equipment etc.
- j) An application for closure would need to be submitted in good time.
- k) A single line of tables was favoured rather than a double row.
- l) An up-to-date quotation for the hire of 200 trestle tables is £1,500.00. The hire of chairs would be extra.

## 2. Entertainment:

- a) Performances could take place in Union Square.
- b) Tea tables would need to be moved and rubbish disposed of.
- c) Staging is needed. This could be a trailer possibly set up outside "Manns".
- d) A sound system will also be needed. It was noted that there are power points which the Produce Market uses.

## 3. Afternoon:

- a) The Bovey Tracey Players will be approached to provide an entertainment for about half an hour. **Action:Ann**
- b) Mrs Dyer (Headteacher at Bovey Tracey Primary School) will be approached regarding a performance of the School Samba Band. **Action:Avril**

## 4. Evening:

- a) Avril had provisionally booked the band "Joey the Lips".
- b) Cost for the 10 piece band is £2,500.00 which would need to be made available on the night.
- c) Timing favoured: One performance of 1½ hours - 8.30pm till 10pm.
- d) The band can provide its own sound system and stage if necessary.
- e) Recorded music can be transmitted over the PA system when the band is not on stage.
- f) Changing facilities would be available in The Cromwell Inn.
- g) The band will need time to set up, from 4.30pm till 5pm.
- h) It was agreed that Avril will confirm the booking. **Action:Avril**

## 5. Contingencies in case of wet weather?

- a) It was noted that the Craft Fair will be taking place on the following week-end and will be using Mill Marsh Park from Thursday
- b) 14<sup>th</sup> to Sunday 17<sup>th</sup> June 2012.
- c) Could the Marquees be used the previous week-end?
- d) It was noted that toilets would probably have to be provided if Mill Marsh Park were used.
- e) Need for insurance and a contribution towards cost of marquees?

## 6. Advertising:

Avril will ask the Town Clerk if he could produce posters through the Town Council Office. **Action:Avril**

## 7. Souvenirs:

It was suggested that the Town Mayor writes a special Souvenir Queen's Diamond Jubilee letter to all the children in the parish inviting them to come to the party.

## 8. Diamond Jubilee Beacon:

- a) Avril reported that a "package" is available for purchase, which will include a burner and fixtures, gas cylinders, a wand lighter

and instructions for £299.00+VAT+P&P. Of this charge, £30.00 will be donated to a "2012 Project".

- b) Locations are to be registered with the Lord Lieutenant's Office.
- c) Beacons to be lit after dark.
- d) As the Committee was in favour of taking part in this nation-wide event, Avril agreed to find out more details and report back.

**Action:Avril**

9. Finance:

- a) Val was willing to donate the profit from her cream teas towards the cost of the Celebrations. **Action:Val**
- b) Anna will investigate the possibility of holding a Giant Raffle on the day. **Action:Anna**
- c) The Town Council will support the event financially. Actual amount to be verified later.

10. Date of next meeting:

Monday 5<sup>th</sup> September 2011 at 7pm - Council Chamber

The meeting closed at 7.55pm.