

BOVEY TRACEY TOWN COUNCIL MEETING HELD IN THE TOWN HALL, BOVEY TRACET  
ON MONDAY 7<sup>TH</sup> JULY 2014 at 7pm.

Present:

The Deputy Town Mayor, Cllr U Arnold

Cllr A Allen  
Cllr R J Ashby  
Cllr Mrs D E M Black  
Cllr R A Bray  
Cllr G J Gribble\*\*/\*

Cllr Mrs A J Kerswell\*  
Cllr Mrs A M Klinkenberg\*  
Cllr S P Leigh  
Cllr Ms C O Richardson  
Cllr M Tregoning

\*\*County Cllr  
\*District Cllr

In attendance:

Mr T J Westwood - Town Clerk  
Rev. Kevin Hooke - Chaplin to the Council  
Four members of the public

The meeting was chaired by the Deputy Town Mayor, Cllr Arnold.

FC.14/18. Apologies for absence:

The Town Mayor, Cllr E Kelly (Holiday)  
Cllr D K Elphick (Personal commitment)  
Cllr M J Evans (Work commitment)

*Cllr Gribble declared an interest in items FC.14/24, 14/25, 14/26, 14/27.*

\*\*Public Participation Session:

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

FC.14/19. Minutes:

The Minutes of the Annual Meeting of the Town Council held on 12.5.14 (\*copy previously circulated) were confirmed as a true record and duly signed by the Deputy Town Mayor.

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

The Report of the meeting held on 2.6.14 (\*copy previously circulated) was received and adopted.

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

The Report of the meeting held on 23.6.14, the Financial Statement dated 23.6.14 and the Accounts paid up to 20.6.14 (\*copies previously circulated) were received and adopted.

FC.14/22. Planning Committee:

The Reports of the meetings held on 2.6.14 & 23.6.14 (\*copies previously circulated) were received and adopted.

FC.14/23. The Town Mayor's Interests:

Due to the absence of the Town Mayor a list of functions and activities attended was unavailable.

**\*\*A short adjournment took place from 7.10pm to 7.20pm to allow for questions, reports and representations by members present: from the County, District and Town Councillors (maximum 20 minutes).**

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

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

i) Members considered confirming the Town Clerk's delegated decision (LGA 1972 s.101) to approve the transfer of the building into the ownership of the Town Council.

ii) Members also considered confirmation of the appointment of Specialist Hygiene Services to undertake the cleansing and sanitary waste services contracts. Contract details were circulated prior to the commencement of the meeting.

**Resolved:**

i) To endorse the Town Clerk's as set out above.

ii) To appoint Specialist Hygiene Services to undertake the contract as set out above.

Cllr Allen thanked the Town Clerk and Cllr Gribble their efforts in securing the transfer of the Recreation Ground toilets into the ownership Town Council.

PCSO Paul Wilson and PC Dave Croft joined the meeting at 7.25pm.

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

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

Cllr Gribble provided an update on the current situation and noted that 14 volunteers had come forward to offer assistance. He considered that the Heathfield Councillors should lead the arrangements.

Ms M Crausez of Sparkworld Ltd has confirmed that she is prepared to continue to allow the youth facility buildings owned by the Town Council to remain, without charge, on the Battle Road site.

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

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

Resolved:

To write a letter to TDC supporting the concerns raised by Moretonhampstead Parish Council.

FC.14/27. Devon Libraries Consultation

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

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

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

Resolved:

To forward the response, as set above, to DCC.

Under Standing Order 16 the following items were brought forward as urgent business:

FC.14/28. Mr T J Westwood - Town Clerk:

Mr Westwood announced, to those present, of his forthcoming marriage to the Venerable Nicola Sullivan. He advised that, after careful consideration, he would be taking early retirement in order to move to Wells where his future wife is currently based.

The meeting closed at 7.45pm.

Bovey Tracey Town Council

Report of the questions, reports and representations which took place during the adjournments of the Town Council meeting held on Monday 7<sup>th</sup> July 2014.

Reports and comments from members of the public:

Rev. Kevin Hooke:

- a) Reported that the Inspire Festival had been a great success. Events had been well attended.
- b) Advised that he together with Rev. Graham Hamilton are involved in setting up a chaplaincy at South Dartmoor Community College.
- c) The children's Holiday Club takes place during w/c 28.7.14.

Mr J Northcott enquired if Councillors could be recognised by name identification signs at full Council meetings.

Ms Tyrrie enquired about the development at Bradley Bends.

Mr J Williams thanked Cllr Mrs Black for arranging the War Memorial flower rota.

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

- a) 14 crimes had been reported during the recent period.
- b) A further 83 other incidents were also reported.
- c) PC Dave Croft is now the Neighbourhood Beat Manager for the area.

Reports from County, District and Town Councillors:

DCC, TDC and Town Cllr Gribble reported on various DCC issues and advised on the current situation regarding the provision of the Wray Valley Trail. He noted that work on Accommodation Lane had been completed. He provided an update on the proposed road improvements at Drumbridges. At TDC he had been involved with street signage provision and issues concerning public toilets and car parking. He had attended various Town Council meetings.

District Cllr Mrs Klinkenberg reported that she had attended regular meetings.

District Cllr Mrs Kerswell also reported that she had attended regular meetings.

Cllr Allen advised that a memorial service for Mrs Julia Barker will be held at the PPT Church on 16.7.14 at 2pm. Four seats will be reserved for Town Councillors.

RECREATION, PARKS & PROPERT COMMITTEE HELD IN THE COUNCIL CHAMBER  
ON MONDAY 21<sup>ST</sup> JULY 2014 AT 7PM

Present:

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

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

\*\*County Cllr  
\*District Cllr

In attendance:

Mr T J Westwood - Town Clerk  
Mrs L M Warren

DCC Cllr R Croad (Cabinet Member for Environment & Community Services)  
Ms C Eastell (Head of Devon Libraries)  
Mrs J Paxman (Bovey Tracey Librarian)  
Four members of the public

The meeting was chaired by Cllr Allen.

Prior to the commencement of the meeting Cllr Croad and Ms Eastell addressed Councillors regarding the financial restraints and the affect these will have on the future of the library service. Mrs Paxman indicated her preference for including the library in the proposed Old Thatched Inn project if possible. It was noted that the Town Council has submitted its response to the consultation indicating that it would be prepared to work with DCC to explore the possible relocation of the library to the Old Thatched Inn site. Cllr Croad advised that all responses will be considered and further discussions will take place at the DCC Cabinet Meeting in October. Cllr Croad advised that funding is available for the refurbishment of war memorials.

Cllr Allen thanked Cllr Croad, Ms Eastell and Mrs Paxman for attending the meeting. They then left the Council Chamber at 7.21pm.

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RP&P.14/35 Apologies for Absence: None

\*\*Public Participation:

Ms F Northcott commented on the need for additional educational facilities in the town.  
Mr P Beecher thanked the Town Council for arranging the floral displays and enquired about the financial implications of the proposed Old Thatched Inn development.

*Cllr Gribble declared an interest in RP&P.14/38, 14/40, 14/41, 14/42 & 14/49.*

RP&P.14/36 Consideration of minutes of previous meeting held on 2.6.14: Noted.

RP&P.14/37 Accounts:

The Financial Accounts paid up to 18.7.14 were received and approved (\*copies circulated at the meeting).

RP&P.14/38 Bovey Tracey Lawn Tennis Club (BTLTC):

Consideration was given to a request from Bovey Tracey Lawn Tennis Club (BTLTC) (\*copy of letter and preliminary plans previously circulated) to

replace the current clubhouse with a new timber boarded building. The dimensions of the replacement building will be approximately 11.5m x 3m. The present building is 7m x 2m.

Resolved:

To grant the request on the understanding that any construction work does not affect the leat.

RP&P.14/39 CCTV:

It was noted that a community interest company, Newton Abbot Security Trust (NAST), has been formed to take over the operation of the CCTV system located in Newton Abbot, previously operated by Teignbridge District Council until 31.3.14. Up to 31.3.14 the three cameras located in Bovey Tracey were monitored from Newton Abbot at a cost of £1500.00 per annum. Consideration was given to engaging NAST to monitor the three cameras at a cost of £2000.00 per annum. These costs were factored into the Town Council's budget for 2014/15.

Resolved:

To engage NAST to monitor the CCTV cameras at a cost of £2000.00 per annum (*Power to spend: Crime & Disorder Act 1998*). Payments to be made retrospectively on a monthly basis.

RP&P.14/40 Play Area - Recreation Ground:

Consideration was given to a quotation received from Springbok (*\*copies circulated previously*) for replacing the wooden fence around the play area at the Recreation Ground at a cost of £1672.40+VAT. It was noted that another company had not submitted quotation as requested.

Resolved:

To accept the quotation of £1672.40+VAT from Springbok providing the fence posts are set at the same distance as those currently in situ. (*Power to spend: Open Spaces Act 1906 s9 & 10*)

RP&P.14/41 Monterey Cypress (*Cupressus Macrocarpa*) - Recreation Ground:

A tree survey was undertaken by Aspect Tree Consultancy in February 2014 on the large single over mature Monterey Cypress located adjacent to the swimming pool. The survey revealed that there are areas of dead foliage and branch tips in the canopy which is consistent with infection by caryneum conker, a slow acting disfiguring but ultimately fatal disease. The tree partly spans the adjacent swimming pool. The Swimming Pool Association has advised the Town Council that on a number of occasions this summer the dead foliage and branch tips which have been shed by the tree have blocked the pool's drainage system, thus necessitating the emptying and refilling of the pool in order to clear the drains. Concerns have been expressed by adjacent residents at St. Mary's regarding the movement of the tree during extreme weather conditions. It is estimated that the tree will need to be removed at some point in the next 10 years due to the disease.

Consideration was given to the dismantling and removal of the tree now. Max Bayles Professional Tree Care has estimated the cost of removing the tree will be £3500.00+VAT. The high cost relates to the size and location of the tree adjacent to the swimming pool and Newton Road. Bovey Tracey Swimming Pool Association has indicated it is willing to contribute £1000.00 towards the removal cost.

At the meeting, the Town Clerk advised that Mrs L Montgomery, the Section 106 officer at TDC, has indicated that if the removal of the tree is required as part of another project, such as the installation of outdoor gym equipment, it may be possible for a Section 106 contribution to be used to fund both the removal of the tree and the installation of outdoor gym equipment in this area. Following discussion it was:

Resolved:

On confirmation from TDC regarding the Section 106 payments, arrange for the tree work to be undertaken as soon as possible and place an order for three items of outdoor gym equipment. It was further resolved that if all funding comes from Section 106 payment it will not be necessary for the Swimming Pool Association to contribute towards the tree work.

RP&P.14/42 Memorial Bench - Recreation Ground:

Consideration was given a request (*\*copy of email previously circulated*) from the family of the late Mr Lewis Gibbs to position a bench at the Recreation Ground in memory of Mr Gibbs.

Resolved:

To grant the request.

RP&P.14/43 Craft Festival 2015:

Consideration was given to a request from Ms S James, Director of the Contemporary Craft Festival, to hold the event in Mill Marsh Park and Bullands Field from 30<sup>th</sup> May 2015 to 10<sup>th</sup> June 2015. The actual Craft Festival will take place from 5<sup>th</sup> to 7<sup>th</sup> June 2015. The additional time is to allow for setting up and clearing the site.

Resolved:

To grant the request.

RP&P.14/44 Fly a Flag for the Commonwealth 2015:

Following correspondence from the National Association of Local Councils (NALC) (*\*copy previously circulated*) Members considered if the Town Council should take part in the event on 9<sup>th</sup> March 2015 and also purchase a Commonwealth Flag for £58.00+VAT.

Resolved:

To take part in the event on 9<sup>th</sup> March 2015 and to purchase a Commonwealth Flag at a cost of £58.00+VAT (*Power to spend: LGA 1972 s111*).

RP&P.14/45 Recess Arrangements for Summer 2014:

It was noted that the Summer Recess period will take place between Monday 28<sup>th</sup> July and Monday 1<sup>st</sup> September 2014. Planning applications received during the Summer Recess will be available for inspection at the Town Council office w/c 4<sup>th</sup> August and 18<sup>th</sup> August 2014. 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.14/46 Jubilee Sculpture:

It was noted that a large number of the wooden uprights surrounding the Jubilee Sculpture on the roundabout adjacent to the Fire Station are deteriorating and a number have rotted. This is due to the fact that a damp proof course was not installed when this feature was constructed. Preliminary costing to replace all the wooden uprights is in the region of £3500.00+VAT. Consideration was given to a suitable course of action to address these issues.

Following a discussion, where it was noted that the sculpture is on permanent loan to the Town Council, it was

Resolved:

To request DCC Highway Authority Engineers to inspect the roundabout and sculpture and report their suggestions to the Town Council at a future meeting.

RP&P.14/46a Meeting - Commemorating the Centenary of the First World War:

It was noted that a meeting, arranged by the Heritage Trust, will be held on 23<sup>rd</sup> July 2014 in the Council Chamber. Cllr Kelly indicated that he would possibly be able to attend.

RP&P.14/46b Public Toilets at the Recreation Ground:

The Town Clerk advised that the maintenance arrangements had been confirmed by Special Hygiene Services (SHS). The toilets will be cleaned daily and opened at 8am, closed at 9pm during July and August, earlier for other months at a cost of £495.00+VAT per calendar month.

Resolved:

To accept a contract from SHS for the maintenance of the toilets at a cost of £495.00+VAT per calendar month. (*Power to spend: Public Health Act 1875 s164*) The contract to initially run until March 2015 with a review in February 2015.

RP&P.14/47 Matters brought forward by the Town Clerk & Councillors: (\*for information)

Cllr Tregoning reported that some maintenance work was required on the steps from Cromwells Way to Bullands Field.

Cllr Kelly enquired when work will commence on the installation of the skate park.

Cllr Allen reported that the memorial service for Mrs Julia Barker was well attended.

Four members of the public left the meeting.

The meeting closed at 8.03pm.

The meeting resumed at 8.17pm.

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings Act 1960), in view of the confidential nature, the following items RP&P.14/48 & RP&P.14/49 were considered in the absence of the public and press.

RP&P.14/48 Town Clerk's Vacancy:

Consideration was given to the strategy proposed (*\*copy previously circulated*) by the Personnel Committee to commence the necessary procedures to advertise the position of Town Clerk and Responsible Financial Officer and the proposed content of the application pack. Consideration was also given to increasing the working hours to full time (37 hours per week). Following discussion it was

Resolved:

To increase the post to full time and to accept the proposed strategy and the content of the application pack, subject to minor amendments. To advertise the post in:

- i) The Mid Devon Advertiser series for three weeks at a cost of £200.00+VAT per week. The third week is free.
- ii) The Western Morning News Group for one week at a cost of £527.50+VAT.



iii) On the Society of Local Council Clerks website for three weeks at a cost of £120.00+VAT.

(Power to spend: LGA 1972 s111)

iv) On the Devon Association of Local Council website - free.

v) On the Town Council's website and in the Quality Update newsletter. The Town Clerk agreed to prepare a preliminary budget for 2015/16 to be available at the FR&GP meeting on 8<sup>th</sup> September 2014.

RP&P.14/49 Land at Le Molay-Littry Way:

Consideration was given to the next stage in the possible future use of the land at Le Molay-Littry Way. It was noted that advice from the National Association of Local Councils (NALC) states that, in their opinion, the Town Council does not have the statutory powers to provide a replacement primary school by selling part of the site for retail purposes to release funds for the provision of the school, as proposed by Teignbridge District Council (TDC).

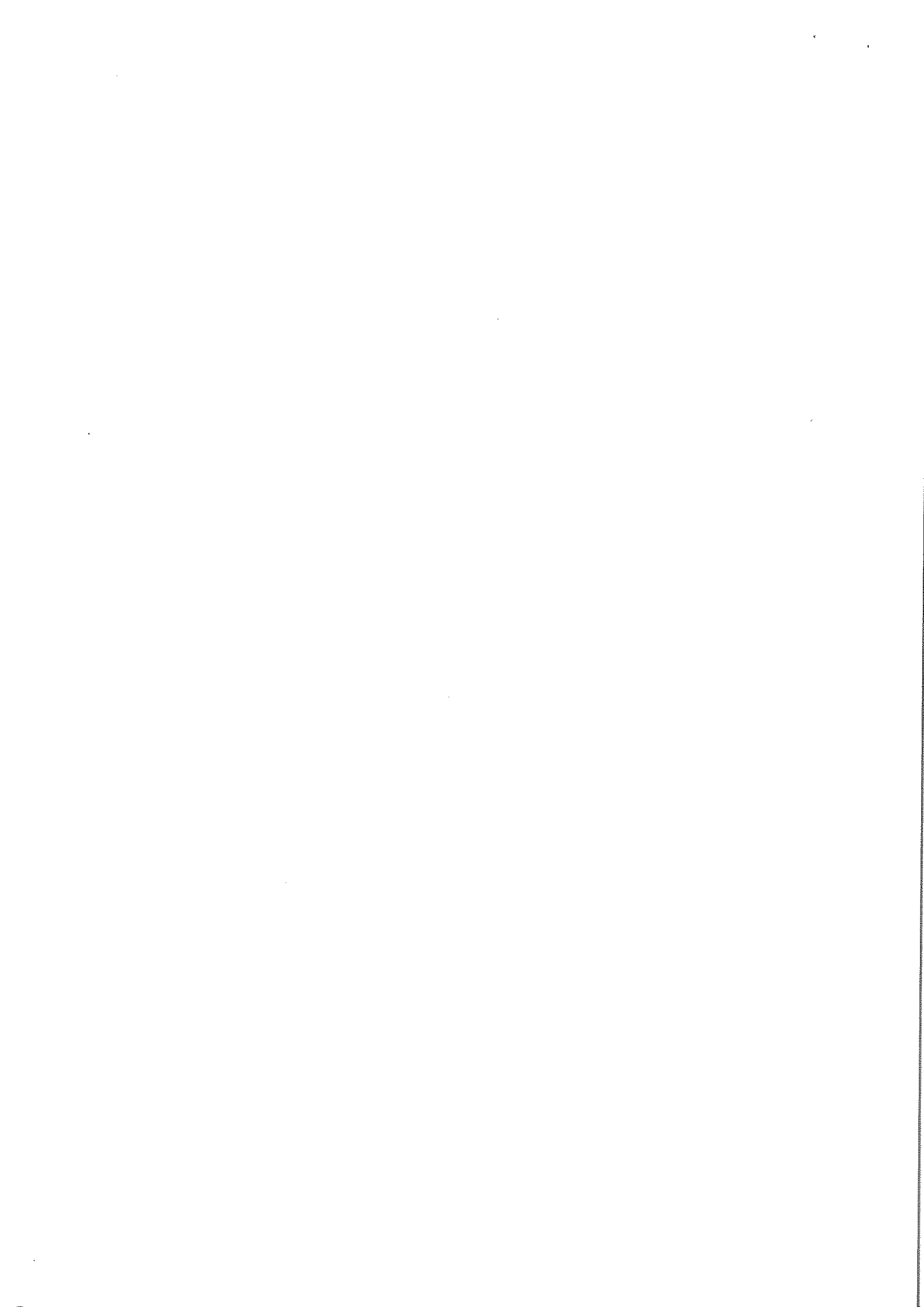
Devon County Council (DCC) has confirmed that it is unable to provide any legal advice to the Town Council on TDC's proposal for the site and under the circumstances given of the potential benefit to DCC, any advice given could be construed as a conflict of interest, particularly if there was a future challenge.

Resolved:

In view of the advice from NALC regarding statutory powers the Town Council will now explore further avenues in connection with the possible provision of a replacement school.

It was noted that a developer has requested a meeting with the Town Council regarding retail development on land south of the B3344 at Bradley Bends. It was agreed that a meeting will take place on 19<sup>th</sup> August 2014 at 7pm.

The meeting closed at 8.52pm.



PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER  
ON MONDAY 21<sup>ST</sup> JULY 2014 AT 8.05pm

Present:

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

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

\*\*County Cllr  
\*District Cllr

In attendance:

Mr T J Westwood - Town Clerk  
Mrs L M Warren

The meeting was chaired by Cllr Ashby.

PL.14/42     Apologies for absence:   None.

\*\*Public Participation:   No comments.

PL.14/43     Consideration of Planning Applications:

TDC Applications listed to 20.6.14:

- a)   14/01849/TPO Felling of several trees at land rear of Greywalls, Newton Road for Mr S Hargreaves.  
Observations: Application referred for decision by TDC arboriculturist.

DNPA Applications listed to 20.6.14: None

TDC Applications listed to 27.6.14:

- b)   14/01853/FUL Extension to form two bedroom annexe at 9 Heathfield Close for Mr F Phillips.  
Observations: No objection.
- c)   14/01971/TPO Pruning of several trees at 20 Churchfields Drive for Mrs May.  
Observations: Application referred for decision by TDC arboriculturist.

Withdrawn applications: Noted

- d)   13/02292/MAJ Outline development of 122 dwellings, community garden, other open space and provision of new access arrangements including footpath/cycle link to the north (approval sought for access, layout and scale) at land at NGR 281511 77724 surrounding Indio House, Newton Road for Mr T Baker.

- e) 14/01309/FUL Extension to south west elevation at 1 Moor Lane for Mr V Caunter.

DNPA Applications listed to 27.6.14: None

TDC Applications listed to 4.7.14: None

DNPA Applications listed to 4.7.14: None

TDC Applications listed to 11.7.14:

- f) 14/02038/CAN Felling of two trees at Parke View House, Fore Street for Mr P Hall.

Observations: Application referred for decision by TDC arboriculturist.

PL.14/44 Planning Decisions: Noted.

- a) Approvals:

TDC:

- i) Side extension to form utility to rear of garage and bedroom and dressing room at first floor level at 1 Musket Road, Heathfield (N/O).
- ii) Two projecting illuminated signs, two non illuminated fascia signs, one illuminated fascia sign, graphic and ATM vinyl at Tesco Express, 47-49 Fore Street (N/O).
- iii) Existing conservatory to be replaced with single storey rear extension at 10 Staddons View (O).
- iv) Application for Prior Approval under Part 3 Class MB and paragraph N of the GPDO for change of use of two barns from agricultural use to two dwellings at Willowray, Mary Street.

- b) DNPA:

- i) Construction of open-sided double garage/garden store, Woodland Grove (N/O).

- c) Refusals: None

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

PL.14/45 General Planning Matters brought forward by Councillors:  
(\*For information only).

Cllr Tregoning referred to the deteriorating state of the closed King of Prussia public house and suggested that the Town Council notifies the Heavitree Brewery Company (the owners).

Cllr Gribble circulated copies of a Temporary Traffic Regulation Order regarding improvements at Drumbridges Roundabout.

The meeting closed at 8.16pm.

FINANCE, RESOURCES & GENERAL PURPOSES COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBER ON MONDAY 8<sup>TH</sup> SEPTEMBER 2014 at 7.00pm

Present:

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

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

\*\*County Cllr  
\*District Cllr

In attendance:

Mr T J Westwood - Town Clerk  
Mrs L M Warren  
Three members of the public

The meeting was chaired by Cllr Gribble.

Cllr Gribble opened the meeting and congratulated Mr Westwood on his recent marriage.

*Cllr Gribble declared an interest in FR&GP.14/59 & 14/64. Cllr Elphick declared an interest in FR&GP.14/64.*

FR&GP.14/55 Apologies for absence:

\*\*Public Participation:

Mr P Beecher referred to item FR&GP.14/68 - Land at Le Molay-Littry Way, which was due to be considered in the absence of the public and press. He stated that parishioners are keen to be informed of the Town Council's proposed usage for this land.

FR&GP.14/56 Consideration of minutes of previous FR&GP Committee meeting held on 23.6.14:  
*(Ref. FR&GP.14/52 Memorial Bench - Heritage Centre): It was noted that the bench has been fixed.*

FR&GP.14/57 Accounts & Financial Statement:

It was noted that the British Gas invoice listed on the Financial Statement (*\*copies circulated at the meeting*) should read £146.53. The Financial Statement dated 8.9.14 was then adopted and the accounts were approved for payment.

FR&GP.14/58 Annual Return For The Year Ended 31.3.14 - External Auditor's Report:

The following was noted: "On the basis of our review, in our opinion (the Audit Commission) the information contained in the Annual Return is in accordance with the Audit Commission's requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met". Cllr Gribble thanked the staff for their efforts.

**FR&GP.14/59 Devon Remembers - WW1 War Memorial Restoration Grant Scheme:**

In July 2013 Devon County Council (DCC) took the decision to make available £150,000 of unallocated funds from the sale of Exeter Airport to support the restoration, renovation and maintenance of World War 1 War Memorials (i.e. structures) throughout Devon (*\*details previously circulated*).

A quotation for £3993.00 incl. VAT (*\*copy previously circulated*) has been received from Williams and Triggs for the cleaning, re-pointing and repainting of the Town Council's War Memorial. Members considered approving the works, quotation and submitting a grant application to the Community Council of Devon (CCD) for 75% of the restoration costs. It was noted that grants are available of between £750.00 (a minimum £1000.00 project) and £3000.00 (a minimum £4000.00 project) - i.e. the grant covers 75% of the cost and the Town Council would contribute 25% towards the restoration costs.

**Resolved:**

To progress with the project and accept the quotation from Williams and Triggs in the sum of £3993.00 incl. VAT (*\*Power to spend: War Memorials- Local Authorities Powers - Act 1923, ss.1&*). To make an application to CCD for 75% of the restoration costs.

**FR&GP.14/60 Employer Pension Discretions Policies:**

It was noted that under the current Local Government Pension Scheme (LGPS) 2014 all employers who participate in the LGPS, the Town Council is a member of the scheme, are required to formulate, publish and keep under review a discretions policy to take effect from 1<sup>st</sup> April 2014 retrospectively.

Consideration was given to adopting the Employer Pensions Discretions Policies for Bovey Tracey Town Council (*\*copy of proposed policy & guidance notes previously circulated*).

**Resolved:**

To adopt the Employer Pension Discretions Policies as set out above.

**FR&GP.14/61 Approved Independent Recommended Medical Practitioners:**

The Town Council's administering pension authority, Peninsula Pensions, is required to approve Independent Recommended Medical Practitioners (IRMP) used by employers for ill health retirement. Consideration was given to appointing Exeter Occupational Health Service to act on the Town Council's behalf as its IRMP. Costs are only incurred when an employee is referred.

**Resolved:**

To appoint Exeter Occupational Health Service to act on the Town Council's behalf as its IRMP.

**FR&GP.14/62 Community Council of Devon (CCD) AGM - 25<sup>th</sup> September 2014 - Rural Renaissance:**

Consideration was given to nominating up to three Members to attend the CCD AGM and conference at Exeter Racecourse on Thursday 25<sup>th</sup> September 2014 (*\*details previously circulated*). The cost is £40.00 per delegate to include lunch and refreshments. Cllr Kelly agreed to advise the Town Clerk if he will be able to attend.

FR&GP.14/63 Devon Association of Local Councils (DALC) AGM & Conference - 11<sup>th</sup> October 2014:

Consideration was given to nominating up to two delegates to attend the DALC AGM and Conference at Westpoint Conference Centre on Saturday 11<sup>th</sup> October 2014 (*\*details previously circulated*). The cost is £20.00 per delegate to include lunch and refreshments. Cllr Kelly agreed to advise the Town Clerk if he will be able to attend.

FR&GP.14/64 Bovey Tracey Cricket Club (BTCC):

Consideration was given to:

- i) a request to construct and install a new tarmac path approximately 1.2m wide to enable and provide access for the disabled to the pavilion.
- ii) a request to allow BTCC to use the area at the rear of the path adjacent to the Bowls' Club to provide a permanent seating area alongside a number of planted containers. BTCC has indicated that it is willing to maintain the planters and cut the grass in this area. (*\* A copy of the plan of the proposed footpath previously circulated together with further details relating to the proposed access path and planned improvements to the building*)

Resolved:

- i) To grant the request to construct a new tarmac path as set out above.
- ii) To allow BTCC to use the area at the rear of the path adjacent to the Bowls' Club for permanent seating. It was noted that a bench in memory of the late Lewis Gibbs will be located in the area.

FR&GP.14/65 Matters brought forward by Councillors & Town Clerk: (*\*for information only*).

Cllr Elphick enquired about the provision of a footway along Newton Road between the Pottery Round Roundabout and Heathfield Close.

Cllr Arnold referred to a recent Teignbridge Association of Local Council meeting where monthly on-line financial returns were discussed.

Cllr Evans reported that following the new road layout he considered that a pedestrian crossing island would improve road safety for pedestrians crossing Old Newton Road.

Cllr Ashby reported that he had attended a recent Heritage Trust meeting where the Trustees stated that they wished to continue paying capital payments through the Town Council.

Mr T J Westwood (Town Clerk) advised:

- i) That Miss J Dyer, Headteacher at Bovey Tracey Primary School, will retire in the summer 2015.
- ii) The Nourish Festival had been very successful and the organisers hoped to arrange a similar event next year.
- iii) A Council photograph will be taken at 6.45pm on 6<sup>th</sup> October 2014.

Skate Park:

The Town Clerk advised that work on the Skate Park has commenced. Consideration was given to a recommendation that a proposed grassed area, indicated in the original design, is changed to concrete at an additional cost of £16,180.00+VAT.

Resolved:

To agree to the additional works at a cost of £16,180.00+VAT (\*Power to spend: Open Spaces Act 1906 s9 & 10).

Two members of the public left the meeting at 7.28pm.

The meeting closed at 7.28pm.

The meeting re-opened at 8.12pm.

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature, the following items FR&GP 14/66, 14/67 & 14/68 were considered in the absence of the public and press:

**FR&GP.14/66 Town Clerk's Vacancy:**

Cllr Kelly provided an update on the progress of selecting a suitable candidate for the vacancy of Town Clerk.

He advised that the Personnel Committee together with Cllr Allen had selected six candidates for interview on 19 September. As part of the selection process the candidates will undertake an online occupational personality questionnaire, prior to the interview. This additional process will be at a cost of £85.00+VAT per candidate plus the consultation cost of £695+VAT for assessing the questionnaires.

Resolved:

To proceed with the arrangements as set out above at a cost of £85.00+VAT per candidate plus the consultation cost of £695+VAT (\*Power to spend: LGA 1972 s144). The interview panel to consist of members of the Town Council's Personnel Committee.

**FR&GP.14/67 Preliminary Budget Proposals 2015/16:**

Ref. min no. RP&P.14/48. A preliminary budget for 2015/16 (\*copy previously circulated) which relates to the need to accommodate additional financial expenditure in relation to the ongoing maintenance costs for the Recreation Ground toilets and staff salaries had been prepared by the Town Clerk. A discussion took place and it was agreed that Councillors would consider the financial situation which will then be further discussed at a future meeting.

**FR&GP.14/68 Land at Le Molay-Littry Way:**

Item brought forward by Cllr Kelly. A discussion took place regarding possible future uses for the land at Le Molay-Littry Way. A suggestion from Cllr Kelly is to use the land for a municipal touring camp site.

Mr Westwood (Town Clerk) reminded Councillors of a Development Meeting due to take place in the Council Chamber on 15<sup>th</sup> September 2014 at 6pm.

The meeting closed at 8.27pm



Accounts paid up to 18.7.14

|         |  | £              |
|---------|--|----------------|
| 23.6.14 | Robin Ray Ltd                            | 25.00          |
| "       | Civil Solutions Ltd                      | 60.00          |
| "       | PHS Wastemanagement                      | 240.00         |
| "       | P J Bevans                               | 98.50          |
| 27.6.14 | Devon County Council                     | 45.00          |
| "       | Aaron Printers                           | 190.00         |
| "       | Bridget Arnold                           | 608.57         |
| "       | Community Council of Devon               | 50.00          |
| "       | Bovey Tracey Youth Action                | 625.00         |
| 3.7.14  | Clare Beresford                          | 103.50         |
| "       | Castles of Dawlish                       | 124.07         |
| "       | Teignbridge District Council             | 99.96          |
| "       | Aaron Printers                           | 127.30         |
| "       | Bridget Arnold                           | 620.30         |
| "       | K J Thulborn Contractors & Engineers Ltd | 1303.53        |
| "       | Arnolds                                  | 23.91          |
| 4.7.14  | Cameron Balloons Ltd                     | 480.72         |
| "       | Teignbridge District Council             | 99.96          |
| 16.7.14 | Springbok                                | 1092.00        |
| "       | Bridget Arnold                           | 1200.00        |
| "       | Max Bayles Professional Tree Care Ltd    | 96.00          |
| "       | PHS Wastemanagement                      | 240.00         |
| "       | Sound & Visual Systems Ltd               | 726.00         |
| "       | S W Water Ltd                            | <u>63.63</u>   |
|         |  | <u>8342.95</u> |
|         | <u>Wages/Salaries</u>                    | <u>5364.80</u> |

Direct Debits

|         |                 |                |
|---------|-----------------|----------------|
| 30.6.14 | Elitetelecom    | 46.95          |
| 1.7.14  | Pulse8broadband | 42.00          |
| "       | Aviva           | 493.65         |
| 7.7.14  | Orange Payt.    | 36.91          |
| 8.7.14  | British Gas     | 21.70          |
| "       | British Gas     | 1244.79        |
| 9.7.14  | UK Fuels Ltd    | <u>126.45</u>  |
|         |                 | <u>2012.45</u> |

Accounts paid up to 5<sup>th</sup> September 2014

|         |  | £                |
|---------|--|------------------|
| 29.7.14 | Devon & Cornwall Newspapers Ltd          | 630.00           |
| "       | SLCC Enterprises Ltd                     | 144.00           |
| "       | N Brock                                  | 317.00           |
| "       | JFC Monro                                | 60.98            |
| "       | T J Westwood                             | 9.79             |
| "       | Mole Valley Farmers Ltd                  | 26.34            |
| "       | S W Water Ltd                            | 299.95           |
| "       | Locomotion Marketing                     | 525.00           |
| "       | Maslands                                 | 284.00           |
| 1.8.14  | JFC Monro                                | 246.00           |
| "       | T J Westwood                             | 5.99             |
| "       | Castles of Dawlish                       | 17.01            |
| "       | Teignbridge District Council             | 157.72           |
| "       | Bovey Court Garage                       | 77.99            |
| "       | R W Hubbard                              | 37.99            |
| 11.8.14 | Clare Beresford                          | 121.50           |
| "       | E Bowden & Sons                          | 117.08           |
| "       | S W Water Ltd                            | 114.50           |
| "       | Arnolds                                  | 27.22            |
| "       | K J Thulborn Contractors & Engineers Ltd | 1334.69          |
| "       | Local World Ltd                          | 633.00           |
| "       | PHS Wastemanagement                      | 300.00           |
| "       | Mole Valley Farmers Ltd                  | 122.04           |
| "       | Devon & Cornwall Newspapers Ltd          | 480.00           |
| "       | JFC Monro                                | 103.80           |
| "       | EDF Energy Customers plc                 | 84.06            |
| "       | Max Bayles Professional Tree Care Ltd    | 360.00           |
| "       | Courtier Utility Services Ltd            | 594.00           |
| "       | Bovey Tracey Youth Action                | 625.00           |
| 14.8.14 | Springbok                                | 2174.88          |
| 22.8.14 | T J Westwood                             | 41.10            |
| "       | PVM Supplies Ltd                         | 111.24           |
| "       | Dartmoor Heathers & Gardens              | 2556.00          |
| "       | Grant Thornton UK LLP                    | 960.00           |
| 1.9.14  | Clare Beresford                          | 94.50            |
| "       | Bovey Tracey Youth Action                | 625.00           |
| "       | South West Councils                      | 300.00           |
| "       | Firewatch SW Ltd                         | 216.60           |
| "       | T J Westwood                             | 31.00            |
| "       | Newton Abbot Security Trust Ltd          | 500.00           |
| "       | Castles of Dawlish                       | 23.34            |
|         |  | <u>15,490.31</u> |

Wages & Salaries 5300.00

Direct Debits

|         |                   |                |
|---------|-------------------|----------------|
| 25.7.14 | British Gas       | 9.99           |
| 28.7.14 | Elite.telecom     | 57.32          |
| 1.8.14  | Aviva             | 505.46         |
| "       | Southern Electric | 321.04         |
| "       | Pulse8broadband   | 42.00          |
| 5.8.14  | Orange Payment    | 37.87          |
| 6.8.14  | UK Fuels Ltd      | 129.49         |
| 19.8.14 | British Gas       | 247.21         |
| 20.8.14 | " "               | 9.99           |
| 21.8.14 | EE Phone          | 38.45          |
| 5.9.14  | Orange Payment    | 7.99           |
|         |                   | <u>1406.81</u> |

PLANNING COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER  
ON MONDAY 8<sup>TH</sup> SEPTEMBER 2014 AT 7.30pm.

Present:

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

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

\*\*County Cllr  
\*District Cllr

In attendance:

Mr T J Westwood - Town Clerk  
Mrs L M Warren

The meeting was chaired by Cllr Ashby

*Cllr Gribble declared an interest in PL.14/47j; Cllr Gribble declared an interest in PL.14/47a, b & f.*

PL.14/46     Apologies for absence:

Cllr Ms C O Richardson (Holiday)

\*\*Public Participation:

PL.14/47     Consideration of Planning Applications:

TDC Applications listed to 8.8.14:

- a) 14/02077/OUT Outline application for detached dwelling (all matters reserved) at Rosemount, Hind Street for Mrs J Stephens.  
Observations: The Town Council does not support this application due to the highway issues relating to the proposed access and the location of the proposed dwelling which would overlook neighbouring properties.  
\*\* Cllr Mrs Klinkenberg agreed to refer the application to TDC Planning Committee if approval is proposed as a delegated decision.
- b) 14/02344/TPO Felling of one tree, pruning of several trees at Summersong, Ashburton Road for Mr Middleton.  
Observations: No objection in principle providing the proposals meet with the approval of TDC's arboriculturist.
- c) 14/02351/FUL Single storey extension to east elevation at 23 Staddons View for Mr & Mrs K Russell.  
Observations: No objection.
- d) 14/02393/CAN Felling of one magnolia tree at Church Style, Bradley Road for Mr C Niblett.

Observations: No objection in principle providing a replacement tree is planted and the proposal meets with the approval of TDC's arboriculturist.

TDC Applications listed to 15.8.14:

- e) 14/02448/CAN Pruning of trees at Ashwell, East Street for Mr A Pearce.

Observations: No objection in principle providing the proposal meets with the approval of TDC's arboriculturist.

DNPA Applications listed to 15.8.14:

- f) 0449/14 Single storey extension incorporating garden room, glazed lantern and porch at Colehayes Bungalow for Mr A Lyne.

Observations: No objection.

TDC Applications listed to 22.8.14:

- g) 14/02459/FUL Change of use from water treatment works (Use Class B) to allotment/garden and erection of raised workshops/storage building at former South West Water Waste Water Treatment Works off Le Molay-Littry Way for Mr D Burford.

Observations: No objection providing there is no residential occupation, the container on site is removed and the site is tidied.

- h) 14/02490/TPO Pruning of one lime tree at Rest Harrow, Thorns Cross for Alex Meldrum Properties.  
Observations: No objection in principle providing the proposal meets with the approval of TDC's arboriculturist.

- i) 14/02491/TPO Pruning of one Scots pine at Rest Harrow, Thorns Cross for Alex Meldrum Properties.  
Observations: No objection in principle providing the proposal meets with the approval of TDC's arboriculturist.  
\*\* The Committee expressed concern that the two above applications have been necessary because of building constraints following the granting of a planning permission.

DNPA Applications listed to 22.8.14: None

TDC Applications listed to 29.8.14:

- j) 14/02236/MAJ Residential development of 24 dwellings including 10 affordable units and a mix of 2, 3, and 4 bedroomed houses and 1 and 2 bedroomed apartments at former Cardew Pottery, Newton Road for Taylor Wimpey.  
Observations: The Town Council does not support this application as the proposal is contrary to the Local Plan and would result in the loss of employment land. There are insufficient car parking spaces and the layout of the pedestrian access paths would be confusing to users. If TDC has a mind to approve this application the Town Council requests that a robust S106 agreement is prepared for the provision of community facilities in Bovey Tracey to include open spaces, allotments, indoor leisure provision etc. This is of course dependent on CIL

payments being in force at the time this application is considered.

\*\* Cllr Mrs Klinckenberg agreed to refer the application to TDC's Planning Committee.

Appeal

- k) 14/00056/TREE Appeal against refusal 14/01558/TPO - Pruning of horse chestnut tree at Rippon, Brimley Grange for Mr Millen.  
Observations: To remain consistent and continue to object to the proposal.

PL.14/48 Planning Decisions: Noted.

- a) Approvals:

TDC:

- i) Extension to form two bedroom annexe at 9 Heathfield Close (N/O).
- ii) Re-grading of bank to the rear of the Parke Stable Wing to enable replacement of failing gabion retaining wall, with a new gabion retaining wall of lower height at Dartmoor National Park Authority, Parke (N/O).
- iii) Six detached houses together with associated access, car-parking and gardens following demolition of the existing former hotel structures at Coombe Cross Hotel, Coombe Lane (N/O)
- iv) Single storey extensions to front and rear with addition of detached garage at rear at 18 Brow Hill, Heathfield (N/O)
- v) Single storey front and rear extensions at 20 Brow Hill, Heathfield (N/O)
- vi) Single storey extension to existing showroom including café at Sparkworld Ltd, 9 Battle Road, Heathfield (N/O)

- b) Refusals: None

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

*One member of the public left the meeting at 8.10pm.*

PL.14/49 General Planning Matters brought forward by Councillors:  
*(\*For information only).*

Cllr Mrs Kerswell enquired about progress regarding surveying of the Fire Station Roundabout.

Cllr Arnold reported that a large puddle forms opposite the Methodist Church.

The meeting closed at 8.11pm.



REPORT OF COUNCIL BUSINESS CONSIDERED DURING THE RECESS PERIOD - JULY/AUGUST 2014

The Town Mayor, Deputy Town Mayor, Chairmen and Vice-Chairmen of the RP&P, FR&GP and Planning Committees viewed planning applications and general correspondence during the recess in order to make relevant comments. The following report gives details of action taken.

**R.14/01 Consideration of Planning Applications:**

DNPA Applications listed to 11.7.14: None.

TDC Applications listed to 18.7.14:

- a) 14/01955/FUL Single and two storey extensions on east elevation at 3 Devon House, Devon House Drive for Mr & Mrs Brodbelt.  
Observations: No objection.
- b) 14/02066/COU Change of use of retail/trade area to B1 use (light industrial) at Ace Rider Training, Unit 1, Anchor Buildings, Battle Road, Heathfield for Miss D Mannell.  
Observations: No objection.
- c) 14/02199/TPO Pruning of one oak tree at land at NGR 281214 78722 adjacent 55 Priory for Mrs N Barker.  
Observations: No objection

DNPA Application listed to 18.7.14: None.

TDC Applications listed to 25.7.14:

- d) 14/01678/OUT Outline application for two dwellings (all matters reserved at land rear of 16 Pottery Road NGR 281158 77232 for Mr J & Mrs R Bannister.  
Observations: The Town Council does not support this application due to highway issues relating to the location of the property in terms of highway access and it considers the proposal to be back land development.
- e) 14/02213/FUL Erection of stable block at Coombe Park, Coombe Lane for Mr & Mrs S Selbie.  
Observations: No objection.
- f) 14/02221/MAJ Variation of conditions 5, 6, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17, 18, 19, 20, 21, 23, 24 and 25 on planning permission 12/03015/MAJ to allow development to progress in phases at land north of Bradley Road for Bovis Homes Ltd.  
Observations: No objection.
- g) 14/02262/FUL Rebuilding and part conversion of existing barn to create single dwelling and demolition of smaller barn and replacement with new detached garage at Willowray, Mary Street for Ms C Bennett.  
Observations: The Town Council has no objection in principle to the application providing the highway issues at the junction of Spion Kop and Mary Street are met to the satisfaction of DCC Highways.

DNPA Application listed to 25.7.14:

- h) Withdrawn Application:  
0292/14 Single storey extension incorporating garden room, glazed lantern and porch at Colehayes Bungalow.

TDC Applications listed to 1.8.14:

- i) Single storey extension to north elevation at 34 Five Acres, New Park for Mr C Back.  
Observations: No objection.

DNPA Applications listed to 1.8.14: None.

R.14/02. Planning Decisions: Noted.

Approvals:

a) TDC:

- i) Pruning of several trees at 20 Churchfields Drive (N/O)
- ii) Extension over existing utility room to form en-suite at Summer Song, Ashburton Road (N/O)
- iii) Single storey rear extension at 7 Cromwells Way (N/O)
- iv) Conservatory, greenhouse, shed and additional paved parking area at Rippon Lodge, Brimley Grange (N/O)
- v) Remove existing roof covering, repair existing roof structure as required, replace roof with natural slates, replace existing rainwater good with cast iron and detail valleys and hips in lead at Parke (N/O)
- vi) Application for Prior Approval under Part 3 Class MB(a) and paragraph N of the GPDO for change of use of barn from agricultural use to a dwelling at Five Wyches Farm.
- vii) Ground works to relocate water course at 28 Staddons View (N/O)
- viii) Felling of several trees at land rear of Greywalls, Newton Road (Referred)
- ix) Felling of three trees at Parke View House, Fore Street (Referred)

b) DNPA:

- i) Demolish existing rear extension; construction of new extension and retention of decking at 7 Hawkmoor Cottages (N/O)
- ii) Amended scheme for a single storey extension, first floor extension over garage, two storey side/rear extension, new detached garage and extended gravel drive (resubmission of 0168/14) at Lingham (N/O)

c) DCC:

- i) Part retrospective application for the installation of four sealed free standing steel tanks and 1 steel container for de-watering septic waste at Unit 6, King Charles Business Park, Old Newton Road, Heathfield (N/O)

Refusals:

c) TDC:

- i) Pruning of Horse Chestnut tree at Rippon, Brimley Grange (O)

*(Town Council's submitted observation: No Objection -N/O; Objection - O.)*

R.14/03. Town Clerk's Vacancy:

To endorse the action taken by the Town Clerk in order to progress the selection and interview processes for the vacancy. The actions were:

- i) To join South West Councils (SWC) at a cost of £250.00+VAT (\*Power to spend LGA 1972 s144) to provide support in the selection process for the vacancy.
- ii) To include a member of staff, for two days, from SWC to assist in the short listing and interview process for the vacancy at a cost of £900.00+VAT plus travel (\*Power to spend LGA 1972 s141).
- iii) To appoint Cllrs Kelly, Allen, Elphick and Leigh to be the short listing panel together with Emily Turner from SWC.