

DARTMOOR NATIONAL PARK AUTHORITY

Friday 6 January 2023

Present: P Harper, G Hill, J McInnes, S Morgan, D Moyse, M Renders, L Samuel, P Sanders, P Smerdon, D Thomas, W Dracup, R Glanville, N Oakley, C Pannell, A Cooper, J Nutley, G Gribble. P Woods

Officers: K Bishop, Chief Executive (National Park Officer)
A Stirland (Head of Business Support),
N White (Head of Organisational Development)
A Gandy (Senior Policy Officer)

Apologies: P Vogel

3467 Declarations of Interest

Philip Sanders advised that he had been approached by a number of people to discuss the Business Review; however, he had not entered into discussions and did not believe that this would prevent him participating in the meeting.

3468 Minutes of the Authority meeting held on Friday 2 December 2022

The Minutes of the Authority meeting, held on Friday 2 December 2022, were agreed as a correct record.

Mr McInnes proposed agreement to the minutes and Mr Sanders seconded the proposal.

3469 Chair's Report

The Chair reported the following:

- Met with Sir Geoffrey Cox MP, Sir Gary Streeter MP, Anthony Mangnall MP and Mike Knuckey (representing Mel Stride MP) in early December 2022 to discuss the Authority's financial situation and ask for their active assistance in making the case for additional funding.
- National Park Partnership LLP are considering an offer of additional money from Defra to effectively act as the private finance capacity within the proposed National Landscapes Partnership.
- Team Devon Meeting – county and district representatives
- Invited all Members to offer congratulations to Alison Kohler, former Director of Conservation & Communities who has been awarded a British Empire Medal (BEM)

The Chief Executive (National Park Officer) advised that a bid for National Lottery funding for Dartmoor's Dynamic Landscapes was successful. It was a partnership bid with the Woodland Trust and others. He thanked Richard Drysdale (Director of Conservation and Communities) and James Sharpe (Strategic Planning and Projects Manager) and other staff that did work to support our bid for their hard work on this.

The Deputy Chair reported the following:

- We are seeking 'Sister park' status with Cuyohuga National Park in the United States of America. This would have benefits in terms of exchanging knowledge and experience and learning from each other. A formal application has been submitted to the US State Department. We believe that Dartmoor will be the first UK National Park to formally sister a US National Park.
- Thank you to the Communications Team and Lucy Williams for all the work done on FaceBook and Linked-In over the Christmas period. Also thanks to the conservation volunteers who have been busy sending out communications.

3470 Items Requiring Urgent Attention

None.

3471 Public Participation

None.

3472 Appointment of Independent Person

Following the resignation of one of our two independent persons and an open recruitment process, the vacant position has been offered to Corinne Farrell and it was proposed that Corinne work alongside the existing Independent Person, Mrs Catherine Shewan.

It was recommended by the Head of Organisational Development, that Corinne Farrell be appointed as Independent Person of the Authority effective from 6 January 2023. Mr Sanders proposed to accept the recommendation and Mrs Morgan seconded the proposal. All Members voted in favour.

RESOLVED: Independent Person appointed with immediate effect.

3473 Fees and Charges 2023/24

The Head of Business Support summarised the proposed changes to fees and charges and Members were asked to recommend the adoption of these changes.

It was agreed that the car parking charges should be monitored closely in future to ensure they remain at a suitable level.

It was advised that there will be a planned roll out of cashless machines in car parks (i.e. card payment rather than cash), as well as the introduction of Ringo (payment via an App on a phone). Ringo users will pay an additional 10p per transaction. The roll out will include a communication plan highlighting the fact that this is a 'Pay and Conserve' initiative and noticeboards will be updated showing the advantages of cashless machines. 'Pay and Conserve' because the money raised will help manage access facilities.

The charges around filming on Dartmoor were questioned, in particular why this did not appear to be increasing. It was advised that a minimum has been set which is indicative. The actual amount charged depends on the nature of the filming (public

service versus commercial etc.) and the amount for work required by Authority staff. The upper limit was questioned and it was proposed that the upper limit for all types of filming was removed. The day rate should remain as a means of calculation.

A Member advised that budgets for information programmes (e.g. public services broadcasts and factual programmes) were substantially lower than those for commercial television and films. It was agreed that DNPA would bear this in mind when levying charges and that there was always scope for negotiation on an individual basis.

It was confirmed that these charges do not apply to news bulletins where DNPA staff are interviewed by the press.

The Chief Executive (National Park Officer) was asked by the Chair to formulate an amendment to the report on the strength of the discussion at the meeting.

An amendment was proposed:

Charges for Filming on DNPA Land:

TV drama - feature films and mini-series, etc. the minimum to be £500+VAT, no upper limit

TV documentaries and children's television the minimum to be £250+VAT, no upper limit

Commercial photo shoot the minimum to be £1000+VAT, no upper limit

This amendment was proposed by Mrs Morgan and seconded by Mrs Oakley. All Members in favour.

Subject to the amendment, which has been agreed, it was proposed to approve the recommendations and Schedule of Fees by Mrs Pannell and seconded by Mr McInnes. All Members in favour.

RESOLVED: Members approved The Schedule of Fees and Charges 2023/24 with amendment.

3474 Risk Management Policy Review

The Risk Management Policy has been completely rewritten following a request to review by the external Auditors.

The Members thanked the Officer for their work on this and agreed that although the Authority and the Chief Executive have overall responsibility for this policy, it is for all Members to take these responsibilities on board.

It was advised that this policy approval had come direct to the Authority Meeting for all Members to approve and had not been previously presented to the Audit and Governance Committee.

A Member thanked the Officer for including a document history section on this policy and suggested that all important policy documents for DNPA should now include a section for this.

It was proposed to approve the adoption of this new policy by Mr Cooper and seconded by Mrs Morgan. All Members in favour.

RESOLVED: The Risk Management Policy was adopted with immediate effect.

3475 Draft Housing Supplementary Planning Document (“SPD”)

Following adoption of the Local Plan in December 2021, the draft housing SPD has been developed to support planning applications for all types of housing development in the National Park, including market, affordable, custom and self-build, rural workers’, and gypsy and traveller housing. It covers use of Local Plan housing policies, details the Authority’s expectations of housing development in Dartmoor National Park, helps with planning applications and helps to ensure the Authority can make decisions.

The Draft Housing SPD is not part of the Development Plan and does not describe new policy. It is an advisory document rather than something that must be adhered to and will replace the current Affordable Housing SPD, prepared under previous Local Plan.

Subject to Authority agreement, the SPD will be published for public consultation for a period of 6 weeks and it is proposed that there will be proactive engagement with Parish/Town Councils, planning agents, and a ‘drop-in’ opportunity for any questions and queries, as well as training for Development Management Officers. After the consultation period and consideration of responses, the SPD will be brought to Authority for adoption.

Members complimented the written document and the summary just given and confirmed that this document is a guide only. It was agreed that training for Members will be necessary once the policy has been adopted as it will have a significant impact on how policies are interpreted.

A Member asked how HNAs are to be sourced. It was advised developers are generally not able to do the work themselves and will appoint an external independent consultant to support them, such as Devon Communities Together. District Councils are also beginning to offer the service in-house as well.

Following a question regarding how the policy will be circulated (online or by physically meeting with specific external groups). This will depend on resources available in Forward Planning Department and potential external support. Once this is decided upon, Members have been asked to promote this.

It was recommended that Members agree to publish the Housing SPD for consultation, and delegate authority to the Chief Executive (NPO) in consultation with the Chair, to make minor changes to the document if considered necessary prior to publication. This recommendation was proposed by Mr Thomas and seconded by Mr Dracup. Members all in favour.

RESOLVED: Members approved the publication of the Draft Housing Supplementary Planning Document.

It was proposed that the Meeting should now move on to Part II to discuss the Business Review. Mr Harper proposed this and Mr Cooper seconded the proposal. All Members were in favour.

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