

## 260113 – Item 16 - Highways Working Group – Summary of Meeting (15 December 2025)

### 1. Draft Terms of Reference

- Catherine explained that the Working Group's remit has broadened over time and presented a draft Terms of Reference (attached) for review.
- Proposal to rename the group Highways & Projects Working Group to reflect its wider role in exploring council projects.
- Under *Purpose and Scope*, members agreed to add: "other matters that the council asks the group to investigate."
- It was agreed to remove the sentence: "*A quorum shall be three councillors.*"
- Add wording to clarify that other councillors are welcome to attend.

### 2. Matters Arising – Meeting with Devon Highways

- Sam to request an update from Ines on the speed checks requested for Ford Street, Pound Street and Doccombe, and to confirm that directional split data will be included.
- The WG noted the letter previously sent to CC Keeling regarding 20mph limits.
- The clerk had mistakenly reported no reply; however, a response had been received: I thank Councillors for their consideration on this scheme and hope I can help financially to assist to achieve your goals. I believe Councillors are correct and we need further discussions to deliver for the residents of Moretonhampstead. I'm happy to attend your next full council to discuss further.
- CC Keeling did not reference the letter or scheme at the December full council meeting.

### 3. Vehicle Activated Signs (VAS)

- Sam to arrange a walkaround with Ines to identify potential sites for permanent and/or mobile VAS.
- Clerk to prepare a report on VAS.
- Explore grant funding opportunities and ask the Union to consider a quiz fundraiser.

### 4. Community Speed Watch

- Emily reported a well-attended meeting, with 12 volunteers signed up.
- Locations are being negotiated with the police, who apply strict criteria. Four priority areas identified:
  - Ford Street
  - Cross Street
  - Station Road

- Betton Way
- Once sites are risk-assessed and volunteers trained, Moretonhampstead will have an official Speed Watch group, strengthening the case for a 20mph limit.
- Emily also asked police about vehicles failing to stop at the zebra crossing; cameras may be used to assess the scale of the issue.

## 5. Dartmoor Active Travel Plan

- Richard expressed concerns that a [June 2025 consultation draft](#) is online despite no known consultation and without approval from DCC or DNPA.
- The draft contains no proposals for improvements to the Wray Valley Trail towards Chagford and only limited reference to 20mph zones.
- Key recommendations for Moretonhampstead include:
  - Completing the “missing link” south of Station Road to connect to the Wray Valley Trail (now completed)
  - Considering widening Station Road footway for shared use or introducing 20mph limits.
  - Widening the footpath from Bowring Mead to Exeter Road.
  - Exploring a more ambitious public realm scheme for The Square, Cross Street and Station Road, potentially reducing through-traffic.
  - Improved signage and information for the Wray Valley Trail.
  - Considering town-wide 20mph limits, subject to feasibility work.
- Catherine will invite James Wright (DNPA) to a future meeting to discuss the plan.

## 6. Public Toilets – Feedback from Bovey Tracey TC & Resident Survey

- Clerk summarised the meeting with Bovey Tracey’s Town Clerk, who previously worked for TDC and negotiated their toilet transfer.
- Key points:
  - Bovey’s toilets cost approx. £17,500/year to run and operate via TDC’s cleaning contract.
  - Toilets are not open 24/7; cleaner is paid to open/close.
  - Suggested exploring joint cleaning contracts with neighbouring councils.
  - Recommended gathering usage data to support negotiations with TDC; consider installing a counter.
  - Potential to reconfigure facilities (e.g., unisex layout, space for concession/storage).
- Investigate how Chagford and Christow manage their lower toilet budgets.

- Clerk to chase TDC for a response to the October letter requesting further information. **TDC has provided the information, attached at appendix 1.**
- WG reviewed the draft resident survey.
- Survey promotion: QR code on toilet door and noticeboard, NIM, website, social media; paper copies in the office and local businesses.
- Survey to run January–August 2026.

## 8. Highways Management

- Vehicle turning study: Sands have completed the work; report awaited.
- Noted a public consultation at the Annual Parish Meeting in April 2026.

## 9. Any Other Business

- Flooding on the Wray Valley Trail: **Jan has reported via DCC's "Report a Problem" system.**
- Conservation Area Extension: Richard has spoken with affected property owners and will report back at the January meeting, **see item 18.**

## Recommendations

1. It is recommended that the parish council approves the draft Terms of Reference
2. It is recommended that the parish council approve the draft residents survey
3. It is recommended that the parish council approve the purchase of two counters

## Appendix 1. Information requested from TDC

Email sent to TDC 9/10/2025, response in red received 15/12/2025

Thank you to Neil Blaney and yourself for meeting us on 25 September to discuss asset transfer and in particular the Court Street public toilets.

The Parish Council is undertaking various investigations of the implications and options of taking them over. It would be very helpful if you can provide us with any information that you hold on the following:

### Running costs

Annual water / sewerage usage / charges

Annual electricity charges and if separate from the car park.

Cost of any regular electrical / plumbing checks

Details of contracted cleaning regime? When is it twice/once a day? What cleaning specification requires? Is it 365 days? Specified times? Any experience of reduced frequency cleaning regime.

How was the cost of c£17,000 pa quoted in your report calculated? Was it pro rata from the overall contract?

Regarding the current costs, as with correspondence with other Town/Parish Councils we are happy to share our most recent running cost, however this needs to be taken with the understanding/context that these will likely not be representative of cost to your council given inevitable changes to cleaning contracts etc. To that end, the figures as published as part of the Full Council report for the meeting held on 29th July 2025 for year 24/25 were as follows:

Public Toilets, Court Street Moretonhampstead - £17,045.00

### Usage

Do you hold any information on the amount of usage by the public?

Unfortunately, I'm not aware of any specific usage figures, however as part of the public consultation (again included as part of the Full Council report on 29th July 2025); of the 5,577 respondents, 596 said they had used the Court Street toilets within the last 12 months.

### Condition

You state that a condition survey of the building will be carried out. When will it be available and what is the scope?

You state no major maintenance is planned. Is there any minor planned maintenance? What have been the one off maintenance costs for the last few years?

Condition /life of the water/soap/drier machines.

Any records of vandalism?

Regarding condition, please see attached spreadsheets for the building condition survey, and planned maintenance. The wallgate units were replaced during 2018 and remain in serviceable order, we are not aware of any history of vandalism at this location.

### Disposal terms

Any initial thoughts on:

Extent of curtilage with building.

Freehold or length of lease

Any premium or potential dowry

Assume no performance clauses to keep open

Any covenants or other restrictions in land title existing or that you may propose?

Finally, the terms of disposal, this will need to be negotiated in due course, however as an outline/starting position the toilet building is contained wholly within the same title as that of the car park (DN513406), we will therefore need to carve out accordingly. The transfer would be that of the Freehold, with the building taken in its current condition, it is my understanding that there will be no contribution to refurbishment prior to, or after, the transfer and no contribution to future running costs. It is also my understanding that it will be unlikely to have a keep open provision included, however as part of the Heads of Terms (which I will provide in due course), the use will be restricted to that of a public convenience only. I have attached

a copy of the Title Plan and Register for your information, and I would recommend that you obtain your own professional advice in reviewing these.