

**Minutes of the Regular Meeting of the Chagford Parish Council
held at Endecott House on Monday April 6th 2009 commencing at 7.30pm.**

Present: Cllrs Bleakman (Chairman); Coombe; Davies; Geering; Mrs Haxton; Mrs Hill; Jeffreys (after min 361); Mrs Milton; Parrott; Perryman (after Min 353); Sampson (after min 360)

Apologies for absence were received from Cllr Ms Thorn.

In attendance the Clerk, Mrs Stone

353 DECLARATIONS OF INTEREST

- a) Cllr Coombe declared an interest in Min 358c
- b) Cllr Geering declared an interest in Mins 358c; 358i.
- c) Cllr Perryman declared an interest in Mins 358f; 358g.

354 CONFIRMATION OF THE MINUTES

The Minutes of the Regular Meeting held on 9th March 2009 were confirmed as a true record and signed.

MATTERS ARISING FROM THE MINUTES

355 Car Park Ticket Machine (Min 339c refers)

In response to the Council's request for an additional car park ticket machine, the WDBC Manager acknowledged that the mobile telephone payment system was not entirely satisfactory. It was also stated that they had difficulty locating a suitable position for an additional machine near the Health Centre.

Resolved: The Clerk to write to the WDBC stating there was sufficient space adjacent to the ambulance bay if the Health Centre were approached for their agreement.

356 Car Parking Survey

A parking restriction survey carried out by Cllrs Bleakman; Parrott; Mrs Hill & Ms Thorn on 19th March 2009 were discussed further at a meeting held on 23rd March 2009 when a comprehensive list of outstanding items for adjustment were prepared for the discussion to take place with the Highways Representative on 9th April 2009. The topics requiring action included renewed white lining; improved signage for waiting areas and loading bays; an extension of some waiting times and a possible zebra crossing near the school. **Noted:**

URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

357 Waye Hill Post Box.

Attention was drawn to the damaged post box at the top of Way Hill and the need for a repair or replacement.

Resolved: The Clerk to bring this matter to the attention of Royal Mail.

GROUP/REPRESENTATIVES REPORTS

358 Development Control Planning Applications – Cllr Bleakman

a) 0001/08 26 The Square, Chagford

A reply from the Enforcement Officer re the approved decision taken indicated that as a result of a further visit to the site, he would refer the action taken to the Committee to reconsider their decision. The Council will be notified of the outcome in due course.

Noted:

- b) **0647/06 Yardworthy, Chagford – Amended Plan for information Noted**
Cllrs Coombe & Geering declared an interest in the following item and took no further part in the discussion.
- c) **0607/08 Greatstones, Chagford – Amended Plan for information Noted**

A planning inspection group meeting held on 27th March 2009 was attended by Cllrs Bleakman; Davies; Geering; Mrs Haxton; Jeffreys; Mrs Milton; Parrott. The following recommendations were presented to Council:-

To ratify a decision taken to meet required deadline in respect to the following 4 items

- d) **0158/08 28, New Street, Chagford – Amended Plan**
Proposed conversion of outbuilding to living accommodation and construction of a link between main dwelling house and outbuilding.
Resolved: No objection
- e) **0094/09 Great Weeke House, Great Weeke, Chagford**
Proposed demolition of existing garage/store and construction of new outbuilding
Resolved: The Council has no objection to this development subject to the conditions that the facilities created by the development should
 - i) be tied to the existing dwelling
 - ii) not be used to create additional sleeping accommodation
 - iii) be limited in use to the owners of the dwelling and not be used for any commercial business use.The Council has some concern about the size of the proposed development but consider that this is insufficient to object to the application based on the content of DNPA Policies COR 1 & 4.
Cllr Perryman declared an interest in the following two items and took no further part in the discussion.
- f) **0108/09 Middle Drewston Farm Moretonhampstead – Prior Notification**
Proposed storage building (13.5mx6m)
Resolved: No objection.
- g) **0109/09 Middle Drewston Farm, Moretonhampstead – Prior Notification**
Proposed reinstatement of roof over existing walls of feed storage building (7.8mx5.9m)
Resolved: The Council supports the proposed re-roofing and repair/reconstruction of the existing farm building. The Council is of the opinion that this type of work should be encouraged to maintain the distinctive farm landscapes of the Dartmoor National Park.
The Planning Inspection Group meeting on 27th March 2009 was attended by Cllrs Bleakman; Davies; Mrs Haxton; Jeffreys and Mrs Milton who made the following recommendations:-
- h) **0111/09 Leigh Bridge Farm, Chagford**
Proposed timber-framed agricultural building (174sqm) for winter housing of livestock and feed storage, to replace existing redundant sheep dip and race.
Resolved: The Council is supportive of the proposed development. It is of the opinion that the proposed location adjacent to a group of existing farm buildings and the sinking of the building below the field level on the south east and south west sides, together with the proposed bank at the rear make this an ideal solution. The Council accept that this proposal will result in a section of existing field wall being removed but given that much of the wall is already missing or dangerously unstable, its removal is not considered to be any loss of farm heritage.

Cllr Geering declared an interest in the following item and took no further part in the discussion.

i) 0117/09 Nattadon Farm, Chagford

Proposed demolition of part farm building and erection of two-storey extension at rear of existing farmhouse.

Resolved: The Council is supportive of this application which it believes will be a visual improvement over the existing structure. The Council is satisfied that given the internal design of the first floor of the existing dwelling, the creation of the extension and the subsequent internal changes to the first floor of the existing dwelling, do not constitute an excessive increase in living accommodation.

359 36 Lamb Park, Chagford

Attention has been drawn to a fence that has been erected on the garden of No 36 Lamb Park.

Resolved: The Clerk to enquire whether this meets DNPA requirements.

FINANCE GROUP

360 Annual Audit 2009

a) The Audit Office gives notice that the Annual Audit is to be submitted by 22nd June ` 2009. **Noted:**

361 Cllr Jeffreys stated he has prepared details of the Council's insurance requirements which he is about to submit to three Companies for quotations.

Resolved: The outcome of the enquiries to be presented to Council at the Annual meeting to meet the insurance premium deadline

362 To note final salary award in respect of Clerk's salary (Min 331i refers) in accordance with NALC agreement formula – $NALC\ SCP24 - £20,652 \div 52 \div 37 \times 15 \times 52 = 38,369.40 = £697.45$ per month. Balance outstanding to end March 2009 £21.72. **Noted**

363 Cllr Bleakman reported discussions with the Clerk concerning the need to increase the margin by which small works could be allocated (currently £250). It has been noticed that Contractors were reluctant to quote for small installations because of the costs involved. The DAPC have advised that most small Councils operate with a ceiling of £500/750.

Resolved: The matter to be referred to the Finance Committee.

ENVIRONMENT GROUP

364 Public Convenience Inspection Report

a) Cllr Jeffreys stated he had been unable to carry out this duty as he was unaware that it was his turn of duty. **Noted:**

b) The Clerk reported that she has received confirmation that WDBC would ensure the toilets remained open during Bank Holidays. **Noted:**

365 Jubilee Park Inspection Report

a) Cllr Jeffreys stated he had also been unable to carry out this duty as he was unaware that it was his turn of duty. **Noted:**

Resolved: The Clerk to issue an annual rota for this duty. Cllrs would be responsible for making arrangements with each other if they are unable to undertake their specified duty period.

Cllr Mrs Hill stated that she had made several visits to the playing field and it was apparent that persons were regularly depositing litter beneath the picnic tables which she had been in the habit of clearing up. She also found two areas of apparently burnt grass/moss which could not be accounted for but which would probably recover.

Resolved: Cllrs Bleakman and Coombe to install the new litter bin before Easter.

- b) CRB checks. (Min 352 refers) Enquiries from the Clerk and the Chairman re the need for a CRB check in relation to play ground duties received advice from the Devon County Council; ROSPA and the Devon Playing Fields Association that a check would be inappropriate. A considerable amount of correspondence has been generated from the enquiry all supporting the above advice.
Resolved: i) To reverse the decision previously taken and keep the findings of the enquiry on file for future reference; ii) The grounds-man to be advised that any misdemeanours or unacceptable incidences he may observe to be reported to the Clerk for any necessary action to be taken.
- c) The Council was advised that Mr Cox who normally undertakes maintenance work on behalf of the Council is indisposed and awaiting hospital treatment. Some restoration work previously allocated to Mr. Cox remains in need of attention and it is necessary to seek assistance elsewhere for the foreseeable future.
Resolved: i)The Clerk to write to Mr. Cox extending the Council's best wishes for a speedy recovery and advising him of the action to be taken for the meantime; ii) A notice be placed in the Bulletin and the notice board to advertise the vacancy
- d) Jubilee Field Trees Damaged trees in the park are urgently in need of attention for safety reasons. The Clerk is awaiting details of costs from Mr. Pell and will report to Council as soon as possible. **Noted:**
- e) Padley Common gates. Min 323 refers)
 Cllr Coombe obtained estimates for the supply of replacement metal gates on Padley Common in the sum of £167.84 +vat for the kissing gate and £59.00 +vat for the tubular gate + an additional £20 for hinges.
Resolved: Cllr Coombe to obtain comparative estimates for the provision of wooden gates and report to the next meeting.
- 366** Devon Playing Fields extend invitation to renew membership for 2009 at a cost of £15,
Resolved: To approve payment.
- 367** Notice received that Mogford Associates will carry out the playground inspection during April. **Noted:**
- 368 Devon Play Builder Programme**
 A letter from WDBC indicates that Devon has been allocated Play Builder status. With funds of £1million to be distributed between 22 applicants selected by the WDBC for playground improvement it was necessary to submit an application as soon as possible. The Clerk had returned the questionnaire giving details of the current state of play equipment in the Jubilee Park an outline of plan of future refurbishment plans that had been completed by the Chairman. The outcome is awaited. **Noted:**
- 369 Rowan Tree**
 Information received from Trees & Landscape Officer, DNPA, re replacement of rowan tree in the Square indicates that this is not an appropriate time to be planting the tree. However, he has confirmed that he will send someone to prepare the site for planting at a later date.
Resolved: The Clerk to enquire when the site will be prepared and made safe,
- 370 Memorial Garden**
 The Chairman informed the meeting that an offer of an additional seat to match the existing new seat on the memorial garden has been offered by the bulletin. However, it was considered doubtful that removal of the original wooden seat purchased by the Community to commemorate the silver Jubilee would be well received.
Resolved: The Chairman to convey to the Bulletin that the offer is much appreciated and to explain the feelings of the Council.

371 Common Lane End

Cllr Mrs Hill reported the excellent work carried out by the Conservation Group on clearance of Common Lane End following recent bad weather. The DNPA Warden will complete the tree clearance with her team shortly.

Resolved: The Clerk to write to the Conservation Group expressing its appreciation of the services provided.

372 Misuse of Pavements

A large pillar has been deposited on the pavement in Mill Street, surmounted by a large stone pot wired to a drain pipe. In the interest of Health & Safety, this matter is to be referred to the DNPA with a request that all street obstructions be removed forthwith.

Resolved: The matter be referred to the Environment Group for survey and report to Council. The findings to be forwarded to the DNPA for appropriate action.

Clerk/Chairman's Report

373 Street Lighting Improvements (Min 338 refers)

In an exchange of information re the progress of improved street lighting, the Chairman was pleased to report the removal of the additional light wrongly erected at the Cross Tree. During an inspection by the Lighting Engineer, the Chairman discussed other deviations from the original plan and was now satisfied with the proposals offered. It is understood the scheme will be finished by the end of the month with the exception of alterations to the system in the High Street which will be carried out in the Autumn in conjunction with Western Power. **Noted:**

374 Stone Trough Micro-chips

An enquiry to DNPA re micro-chip identity resulted in confirmation that the DNPA have 2 scanners for identifying chips when necessary. They also survey auction sites and reclamation yards for missing items which they can also identify from photographic records kept. **Noted:**

375 C of E Diocesan Event - 1100 Anniversary of the foundation of the Diocese of Exeter to be held on Sunday June 7th 2009.

A request has been received from the Chagford Churchwardens for use of Jubilee Field for picnic purposes in connection with the Diocesan event.

Resolved: The Clerk to write to the Rector and Churchwardens stating the Council is happy to comply with the request.

376 The Pound Rest Garden

It was reported that unauthorised net fencing has appeared above the wall in the Pound garden.

Resolved: The fencing to be removed by the Environment group and the Clerk to write to Mr. Hancox (owner of the adjoining field), advising him, as a matter of courtesy, of the action to be taken.

GENERAL PURPOSE & POLICY REPORTS

377 Boundary Committee Review of Devon

Cllr Mrs Hill circulated a detailed reappraisal of the current situation with regard to the boundary review. She indicated that, at a meeting of the WDBC to-day, it was decided to endeavour to adhere to the previous recommendation to maintain the status quo. A meeting of the Link Committee is to be held on April 23rd which she will report at the Extraordinary meeting of the Parish Council on 27th April 2009 for further comment.

Noted:

378 Clean Neighbourhood Act

Cllr Davies expressed concern at the information received from WDBC Environment Department that the WDBC legal department could not provide the information required with regard to the financial aspect of issuing summons for dog fouling offences. They have found it necessary to “farm out” the task to outside legal services. Cllr Sampson (Ward Cllr) volunteered to speak to the Borough Solicitor and requested a copy of Cllr Davies correspondence on the matter.

Resolved: This item to be placed on the next Agenda.

379 Land Registry

The Parish Council Deeds and Conveyance documents have been returned following completion of the Land Registry. **Noted:**

CORRESPONDENCE RECEIVED

380 Chagford Two Hills Race – 25th May 2009.

Information received from the Race Co-ordinator that the race will take place on 25th May 2009. The route will be from the Recreational Trust Pavilion and over Meldon and Nattadon Hills. **Noted:**

381 Mrs Carsta Connolly

A letter and photographs has been received from Mrs Connolly re the recent spell of bad weather.

Resolved: The Clerk to thank Mrs Connolly for her observations and photographs of Chagford in the snow.

382 Devon County Council Invitation

Invitation received to attend an event entitled “An introduction to the Commons Act 2006” Event to be held on 1st May 2009 at Coaver Conference Room.

Resolved: Cllrs Bleakman; Mrs Hill and the Clerk to attend. Remaining Cllrs to inform the Clerk if they wish to attend.

383 Jubilee Hall Constitution

An extraordinary general meeting of the Jubilee Hall Trustees is to be held on 15th April 2009 to promote changes to the constitution. All current Trustees will retire at the Annual General Meeting to be held on June 3rd 2009 following which nominations for the four places will be invited.

Resolved: Cllrs Bleakman and Sampson to represent the Council’s interest in retaining the presence of 2 Trustees as exist at present.

384 ACCOUNTS FOR PAYMENT

The following accounts were approved for payment:-

a)	Tiscali Billing – Broadband services	29.21
b)	2661 Mrs P. Stone – March Salary	695.64
c)	2662 Mrs P. Stone – Arrears of salary to 01.04.09	21.72
d)	2663 Mrs P. Stone – March post; electric; computer.	32.68
e)	Granite trough replanting	
i)	2664 Mrs J. Foster – Long Park; Leat & High Street corner	30.00
ii)	2665 Mrs Alford – Cross Tree Garden	25.00
iii)	2666 Mrs Anderson – Memorial Garden	30.00
iv)	2667 Mrs Griffiths – Lloyds Bank	10.00
v)	2668 Mrs Bock – the Fountain & Cannon House	30.00
vi)	2669 Mrs Wakefield – Big Red Sofa	10.00
vii)	2670 Mrs Fynn – Orchard Terrace.	10.00
f)	2671 Computer Solutions – printing Parish Assembly Minutes	132.25

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| g) | 2672 | Mrs P. Stone – reimburse Dell purchase of ink cartridges | 139.87 |
| h) | 2673 | Devon Playing Fields Association – Annual Subscription | 15.00 |

385 PUBLICATIONS/INFORMATION RECEIVED

The following publications were made available to members:-

- a)** Devon Talk – Spring 2009
- b)** DNPA Agendas – 3rd April 2009

The Meeting Closed at 9.15pm
Confirmation of the Minutes

Dated.....

signed.....