

**Minutes of the Regular Meeting of the Chagford Parish Council
held in Endecott House on Monday, 8th March 2010 commencing at 7.30pm.**

Present: Cllrs Bleakman (Chairman); Coombe (after Min380); Mrs Haxton; Mrs Hill; Jeffreys; Mrs Milton; Parrott; Perryman (after min 381); Sampson; and Dr. R. Stokes (up to Min390).

Apologies for absence were received from Cllrs Davies; Geering and Ms Thorn.

In Attendance – The Clerk, Mrs P. Stone.

379 DECLARATION OF INTEREST

- a) Cllr Bleakman declared an interest in min 394
- b) Cllr Coombe declared an interest in Min 389b
- c) Cllr Sampson declared an interest in Min 389d

380 CONFIRMATION OF THE MINUTES

The Minutes of the Regular Meeting held on 8th February 2010 were confirmed as a true record and signed subject to an amendment in Min 345 line 4 to read effect not affect and in Min 358, the word services to read surfaces.

MATTERS ARISING

381 Chagford Car Park (Mins 311; 343 refer)

- a) Cllr Sampson together with Ms Auberton (WDBC) met the Practice Manager of the Chagford Health Centre to discuss a suitable location for the installation of a second ticket machine. Three options were considered and on the advice of the Environment Committee it was –

Resolved: To write to the WDBC suggesting a suitable site would be the Long Park corner of the car park. A plan of the site to be forwarded to the WDBC.

The Chairman drew attention to the potential interest of most Councillors as patients of the Chagford practice in view of the following item.

- b) A copy letter to Ms Auberton from Dr. Wood declined to acquiesce in respect of installation of ticket machine.

Resolved: As the letter was addressed to the WDBC and not the Parish Council, it was Noted without discussion.

382 Street Lighting (Mins 317; 340 refer)

- a) The Environment Committee produced a survey highlighting areas in which lighting should be retained and where the absence of lighting might be acceptable. It was recognised that Chagford has not been formally approached as yet in this respect.

Resolved: To adopt the package of recommendations by the Environment Committee on a vote of 6 to 3.

- b) Zeal Monachorum PC replied to questions put to the East Link Committee by the Chagford Parish Council concerning the proposed reduction of street lighting by the Devon County Council who wish to turn off lights in as many areas as possible throughout the night. Zeal Monachorum Council approached the DCC for energy efficient lighting rather than simply turning off lights. They are awaiting the outcome of their request.

Resolved: To thank Zeal Monachorum Parish Council for their helpful comments.

383 Granite Troughs (Min 364 refers)

- a) The Clerk confirmed that arrangements for planting granite troughs had been agreed with volunteers from the previous year with the exception of 1 site which will be concluded when the participants return to Chagford.

- Resolved:** To arrange payment for the agreed donations at the next meeting.
- b) The environment Committee expressed the view that the trough adjacent to the pharmacy would be better placed next to the entrance to the bus shelter with the intention of acquiring a similar trough to match on the other side of the entrance. The Clerk drew attention to potential difficulty in using the council notice boards above.
Resolved: To seek permission from the WDBC to move the trough to the proposed location and seek an additional trough to match.
- 384 South Devon & Dartmoor CDRP**
Cllr Mrs Haxton regretted that she had been unable to attend the meeting held at Ivybridge on 25th February 2010. **Noted:**
- 385 Devon Mobile Library Service** (Min371a refers)
An attempt to summarise local views regarding the mobile library service failed to receive a response from advertisements.
Resolved: To write to the Library Service stating that it must be assumed the service is satisfactory but request information as to the extent of local usage of the service provided.
- 386 The Dartmoor Folk Map Project** (Min 368 refers)
Cllrs Bleakman & Sampson stated they have been unable to complete their reply to date but would do so in due course. **Noted:**
- 387 Damage to Jubilee Hall Steps** (Min 345 refers)
Cllr Bleakman indicated that he has carried out a temporary repair to the Jubilee Hall steps which have been boarded and painted with non slip paint. **Noted:**
- 388 URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION.**
There were no urgent items to discuss.

GROUP/REPRESENTATIVES REPORTS DEVELOPMENT CONTROL – PLANNING MATTERS

- 389 Development Control Planning Applications.**
Cllr Bleakman reported the recommendations of the Planning Inspection Group's meeting held on 26th February 2010 attended by Cllrs Bleakman; Davies; Mrs Haxton and Mrs Milton.
- a) **0043/10 Tower House, Thorn, Chagford**
Proposed demolition of existing flat roof dormer window and erection of pitched roof dormer window
Resolved: The Council is supportive of this application, which in its opinion satisfies the conditions of DNPA Core Policy COR4
Cllr Coombe declared an interest in the following item and left the room.
- b) **0026/10 Chagford Fire Station**
A Memorandum of Understanding received, relating to the use of specified areas of the fire station was discussed at length.
Resolved: i) The Council accepts the highway proposals concerning the fire station exit subject to Planning Permission, including reference to the Memorandum which restricts parking on the site; ii) The Clerk to write to the Planning Officer accordingly.
Cllr Coombe returned to the meeting.
Cllr Bleakman reported the recommendations of the Planning Inspection Group's meeting held on 5th March 2010 attended by Cllrs Bleakman; Jeffrey; Mrs Haxton and Mrs Milton.

c) **0077/10 Quintatown, Chagford**

Proposed alterations and extensions.

Resolved: The Council is supportive of the general principle of the application but is very concerned about the potential for significant light pollution originating from the three roof lights proposed for the south east extension. It is the Council's belief that these windows are unnecessary as the proposed design has a large number of conventional windows on the north east; south east and south west elevations. This property, located on the high moor, is in an isolated location and the Council believes that the light emissions from these unnecessary windows contravenes DNPA Core Policies COR 4 & 5.

Cllr Sampson declared an interest in the following item and left the room

d) **0076/10 Upalong, Chagford – Conservation Area Application**

Proposed demolition of existing bungalow to allow erection of new single dwelling.

Resolved: No objection.

Cllr Sampson returned to the meeting.

e) **0082/10 32, New Street, Chagford**

Proposed rear two storey extension to existing terraced house.

Resolved: No objection.

390 Grants of Conditional Planning Permission – Noted:

a) **0533/09 The Bowling Green, Mill Street, Chagford**

i) Proposed erection of two female and two male changing rooms.

ii) Copy of further letter of objection received from adjoining landowner.

b) **0016/10 1 Mill Street, Chagford**

Proposed change of use from offices to holistic centre incorporating complimentary therapy rooms, shop and gallery.

c) **0576/09 Upalong, The Square, Chagford**

Proposed removal of an existing dwelling and the erection of a new single dwelling.

391 Annual Parish Council Conference.

The Conference held on 10th February 2010 at the DNPA was attended by Cllrs Bleakman and Jeffreys who stated the evening had been very good covering a number of issues in open discussion. The Development Control has been divided into two teams each with its own Officers; Technicians and Enforcement Officers with the exception of Listed Building Officers. Mr James Aven and Mr Christopher Hart are the two team leaders. Officers are encouraged to enter into consultation with Councillors who will be permitted to speak before the Applicants at the DNPA Development management meetings.

A first consultation of the 'Local Development Framework - Development Management & Delivery Development Plan' document dealing with Site Specific e.g. Chagford overall development needs and land allocation. This should be available for first consultation presented in late Spring: This will be followed by meetings prior to the Draft Deposit version being sent to the Inspector for approval.

Noted:

392 Eastern Parishes Link Committee

Cllr Mrs Hill stated that the police report at the meeting held on 4th March 2010 indicated that the level of crime in the Chagford area had escalated mainly from theft from barns and sheds and opportunist crime. A hydroponics factory had been detected in South Tawton.

Only Three vehicle accidents were on the official record for the junctions at Whiddon Down since it opened.

The junction is in the care of the Highways Agency until October and a safety audit will be carried out prior to its being handed over to the DCC.

Evidence of any incidents should be reported to Parish Clerks with details of location and time. The information to be forwarded to the Drewsteignton Parish Council before the next Link meeting.

Resolved: Information be requested in the Bulletin.

WDBC Waste Contract. The waste contract has been let to FOCSA for 7 years. There will continue to be weekly collections for food waste; plastics and batteries and current recyclables. Biweekly collections of non recyclable waste e.g. landfill, bulky card and garden waste. The Contract will also cover street and public convenience cleaning.

The Local Boundary Review is the subject of a judicial hearing at the end of April.

Proposals to reduce lighting. Spreyton turned off all their lights which turned out to be a mistake. South Tawton refused to turn off any lights hence they have received an edict from DCC to say there has to be a decision to reduce lighting. **Noted:**

GENERAL PURPOSES AND POLICY MATTERS

393 The Boundary Committee for England (Min 353 refers).

To note the receipt of the formal decision from the Unitary Structures Team regarding Unitary Local Government in Devon, Norfolk and Suffolk. **Noted:**

Cllr Bleakman declared an interest in the following item and left the room. Cllr Mrs Hill took the chair.

394 Tinnors Fair

- a) A letter of thanks for Council support was received from the Organiser of the Tinnors' Fair also adding details of invitations offered to members of other Authorities. The Council was concerned that this could be misconstrued as a Parish Council event which in fact it is not and therefore the invitations are not a Parish Council responsibility.

Noted:

- b) A formal invitation has been received for the Chairman to attend the opening of the Tinnors Fair on 1st May 2010 which he is pleased to accept.

Cllr Bleakman returned to the meeting.

395 Standing Orders for Local Councils (Min 371 b) refers)

A copy of the latest model standard for Councils has been received and it was decided to establish a working group to consider the actions to be taken by the Council

Resolved: The Chairman; Vice-Chairman and Cllr Sampson to prepare a draft for the new Council.

396 Staffing Committee (Min 362 refers)

Cllr Bleakman has received advice on this matter and is preparing a draft letter. **Noted:**

397 FINANCIAL MATTERS

a) Finance Group Meeting

A meeting of the Group held on 25th February 2010 was attended by Cllrs Bleakman; Coombes; Davies; Mrs Hill; Perryman; Parrott and Thorn with apologies from Cllr Jeffreys. Cllr Mrs Hill produced a statement of receipts and expenditure and confirmed that the Council is within budget.

Although this year is likely to finish with a small surplus there is a continuing need for the Council to be prudent.

The Chairman and Vice-Chairman will seek to achieve a better interest rate on the Capital Account.

The Clerk is to be asked to obtain a price for Messrs Mogford's playground inspection and also the replacement of a dog bin and liner.

A suggestion was made that small plaques should be obtained to identify the Southcombe Street garden and the Pound garden.

Resolved: i) The provision of garden plaques be approved and referred to the Environment and Finance Committees for approved wording; ii) In the absence of information from Messrs Mogford re current costs of a playground inspection it was agreed that the Environment Committee make enquiries re alternative sources of inspection

ENVIRONMENT MATTERS

398 Jubilee Field Inspection

Cllr Mrs Haxton's monthly inspection report indicated that conditions were generally good on the Jubilee Field. Items requiring attention included a loose gate post; sparse gravel on the steps and the can bin being filled with cat food, bean and soup cans. Cllr Mrs Haxton remarked on the absence of any spring flowers. Two trees have appeared on the grass bank of the tennis court.

Resolved: A working party to plant snowdrops being donated by Cllr Perryman and attend to any outstanding matters. The meeting to take place on Saturday 20th March at 2p.m.

399 Public Convenience Inspection

Cllr Mrs Haxton stated there were no problems in the ladies loos but the men's toilets were smelly.

Resolved: This matter to be reported to the WDBC

400 Environment Group Meeting

A report of the Environment Group Meeting held on 27th February 2010 was circulated by Cllr Coombe (Chairman) to all members. The following recommendations were made:-

- a) Pound Garden – flower beds and a tree need attention
- b) Memorial Garden – well looked after by Mrs Anderson. The wooden seat needs treating with stain and a preservative.
- c) Dog Bins i) The dog bin next to the Ladies toilets needs to be fixed to a pole and moved to a position between the Ladies and Gents loos. ii) The bin at the entrance to Chagford House has been damaged and needs replacing. iii) A dog bin should be installed on Padley Common provided the collection vehicle can access it.
- d) Grit/Salt Bins – All in good order and $\frac{3}{4}$ full. An additional bin would be beneficial at the junction of Meldon and Nattadon Road.
- e) Street Lighting – reported at Minute 382a

Resolved The Clerk to make any necessary arrangements.

401 Bus Shelter – Lamb Park - Cllr Mrs Hill

- a) Letter received from DCC re the proposed bus shelter indicated the possible removal of parking bays from school side of Lamb Park junction. **Noted:**
- b) Two representatives of the Highways Department met with members of the bus shelter working group – i.e., Cllrs Mrs Haxton and Mrs Hill, Cllr Jeffreys, Mrs Ash Wheeler and Mrs Anne Bush to discuss issues relating to a site for the proposed bus shelter. It was determined that the only space available was the grass verge on the approach to the school gate. This would require moving the existing bus stop and the acquiescence of adjoining residents.

Resolved: The working group to continue their deliberations on this matter and report to Council.

402 Under-grounding of Electricity Cables - High Street (Min 340b refers)

Following the installation of the cables underground, problems have arisen that require the attention of the Contractors, namely reinstatement of the gully near the Jubilee Hall to prevent surface water (currently ice) covering the road and replacement of the unacceptable gravel in the churchyard. The height of the pole which will eventually carry a parking sign to be reduced to a more suitable level. The granite wall has now been satisfactorily repaired. **Noted:**

Arising from this item Cllr Sampson ask whether there was any progress regarding to re-siting of the street light near the lych gate in the churchyard. The Chairman reminded the Council that this had been removed during the work to reduce the wattage of the street lights for health & safety reasons. An alternative site was still being sought but there were problems with all of those that had been proposed. A meeting is being arranged between the lighting engineer, Parish Council, Churchwardens and local householders to try and resolve the problem.

403 Rowan Tree, The Square, Chagford (Min 365)

The Clerk informed the meeting that Mr Beasley, Trees & Landscape Officer will plant the new Rowan Tree on receipt of the tree guard currently in store.

Resolved: The Clerk to advise Mr Beasley that the Chairman will meet him on the site with the guard when required.

404 Chagford Leat (Min 359 refers) - Clerk

A letter sent to South West Water asking them to attend to choked pipework supplying the reservoir which is over-spilling into the leat has not been graced with a reply.

Resolved: The Clerk to pursue the matter.

CLERK/CHAIRMAN'S REPORT

405 Arrangements for the Annual Parish Assembly

Arrangements for the Parish Assembly are progressing well. All Speakers have accepted their invitations to address the meeting. **Noted:**

406 Storage of Parish Deeds

The Clerk expressed a wish to have working copies made of all Deeds in her possession so that the originals can be stored in the County Records Office. Mr Garratt of Rendells kindly agreed to undertake the task with an offer to copy them onto disc. The originals could then be moved to the County Records office

Resolved: The Clerk to thank Mr Garratt and make the necessary arrangements.

407 Welcome Sign

Attention was drawn to the absence of a Welcome sign at the Parish Boundary.

Resolved: The Clerk to make enquiries of WDBC re the possibility of erecting such a sign.

408 First Aid Course.

Following a previous offer by the Red Cross to provide some first aid training details of a venue were sought. Cllr Coombe proposed the Fire Station would be appropriate.

Resolved: The Clerk to inform the Red Cross of this venue and ask for possible dates for the event.

CORRESPONDENCE RECEIVED

409 Community Council of Devon – Noted:

Invitation received to participate in Drop-In Surgery for Community Planning to be Held in Cheriton Bishop Village Hall on 19th March 2010 between 9.30am and 1pm. The Chairman reported that this was a repeat of the workshop attended by Cllr Jeffreys and himself. **Noted.**

410 Devon & Cornwall Constabulary.

a) Monthly Newsletter from Inspector David Hammond. **Noted:**

b) Police Liaison Meeting

Cllr Mrs Haxton gave a report of the police liaison meeting held on 4th March 2010 where it was stated by Inspector Hammond that he did not require any increase in the number of Officers on the beat. During the course of the meeting, a TASER (*Thomas A. Swift's Electronic Rifle*) demonstration took place. **Noted:**

411 WDBC

a) **Parliamentary Election**

WDBC notice received advising of new constituency boundary – placed on Notice Board. **Noted:**

b) **West Devon Council Tax.**

WDBC advise that they have set the lowest Council Tax for 7 years. **Noted:**

c) **Public Transport Survey.**

Survey questionnaires received for completion by the public.

Resolved: The Questionnaires to be made available in the Library and the Parish Assembly meeting.

d) **WDBC Transport Access Group**

Invitation received for representatives of volunteer car schemes to attend a Forum at King George V Sports Hall, Moretonhampstead on March 31st from 12 noon to 2.30pm.

Resolved: A copy of the invitation to be forwarded to Moorcare.

412 Road Closure Notice

Notice has been received from Carillion (cable ducting company) that they will impose a temporary road closure in Mill Street from 3rd to 4th June 2010 to lay 15metres of cable. **Noted.**

413 Energy Saving Trust

Invitation to attend a 1 day energy audit course at Buckfastleigh Town Hall on Thursday, 25th March 2010 from 9.45 to 4.30pm. Information forwarded to Jubilee Hall and Endecott House Trustees. **Noted:**

414 ACCOUNTS FOR PAYMENT

£

The following accounts were approved for payment:-

a)	Direct Debit – Talk Talk – Broadband services	31.34
b)	3356 DAPC – Purchase one copy of standing orders	25.00
c)	3357 Mrs P. Stone – February salary	704.60
d)	3358 Mrs P. Stone – February post; electric; computer	31.53
e)	3359 Mr B. Pell – mowing grass on Jubilee Field – 11/02/10	130.00
f)	3360 Cllr Bleakman – Balance of Chairman’s allowance to 31/3/10	200.00
g)	3361 Cllr Bleakman – Travel allowance for attendance at 2 meetings	43.12
h)	3362 Chagford Business Association – Grant for Christmas trees & lighting	120.00
i)	3363 West Devon Citizens Advice Bureau – Grant	75.00
j)	3364 Teignbridge Citizens Advice Bureau – Grant	75.00
k)	3365 Chagford Swimming Pool – Lifeguard Grant	500.00

415 PUBLICATIONS/INFORMATION RECEIVED

The following publications were made available to Members

a) DNPA – Agendas 5th March 2010.

b) Dartmoor Biodiversity Newsletter 2009/10

c) Village Green – March 2010.

- d) DAPC Newsletter – March 2010.
- e) Natural England – England’s Statutory Landscape Designations
- f) Clerks & Councils Direct – March 2010
- g) LCR – Spring 2010
- h) Standards Committee – Agenda 15th March 2010.

**416 Part II Items which may be taken in the absence of the public and press on the grounds that exempt information is likely to be disclosed.
Local Government Act 1972 Section 100(A) (4)**

Affordable Housing

To receive a report of the meeting held on 25th February 2010.

Resolved: To hold a further meeting in early April.

The Meeting Closed at 10pm

Confirmation of the Minutes.

Dated.....

Signed.....