

**Minutes of the Regular Meeting of the Chagford Parish Council
held at Endecott House on Monday, March 9th 2009 commencing at 7.30pm.**

Present: Cllrs Bleakman (Chairman); Coombe; Davies; Geering (after Min 287);
Mrs Haxton; Mrs Hill; Jeffreys; Mrs Milton; Parrott; Sampson; Ms Thorne.

Apologies for Absence were received from Cllr Perryman

In Attendance the Clerk Mrs Stone

316 DECLARATIONS OF INTEREST

Cllr Sampson declared an interest in Min 325

317 CONFIRMATION OF THE MINUTES

The Minutes of the Regular Meeting held on 9th February 2009 were confirmed as a true record and signed subject to the following amendments –

- i) Min 304 – to record Cllr Sampson’s attendance at the meeting
- ii) To replace the word byelaw with dog control order
- iii) To remove an apostrophe after the word its
- iv) Min 306 – to add the letter n to the word know in the resolution.

318 Wild Woods & Willow (CELT)

A deputation of young persons and Mrs Lemieux, on behalf of their organisation, was postponed until further notice. **Noted**

MATTERS ARISING FROM THE MINUTES

319 Bus Shelter

Cllrs Mrs Hill, Coombe and Sampson reported the findings of their survey with regard to school children gathering to catch the school bus. It was noticed that buses invariably arrived before the children arrived and left on time. The children were inclined to gather in their own particular groups and were rarely seen wearing coats so it must be assumed they did not think they needed a shelter. They were not inclined to wait by the bus stop. The conclusion drawn was that there is no need for a shelter.

Resolved: The Clerk to report these matters to the Highways Department.

320 Civic Service

The Chairman was happy to report that he had received favourable letters from most of those who attended the Civic Service held on 1st March 2009. The Council expressed their thanks to the Chairman and Mrs Bleakman for the excellent hospitality received.

Resolved: The Clerk to write to express the Council’s thanks to the Churchwardens for their efforts in arranging a most enjoyable event.

321 Clean Neighbourhood Act

Cllr Davies reported that he was awaiting a report from Mr. Arscott the Dog Warden who is endeavouring to obtain information from the WDBC legal department re the level of their commitment with regard to meeting prosecution costs in respect of enforcing a dog control order. Cllr Sampson confirmed that the matter was currently being dealt with by the Borough Solicitor but his attempt to discuss the matter face to face had failed. Cllr Davies gave an example of 2 prosecutions in Ottery St. Mary where fines of £100 were obtained with £75 costs to the Council. Cllr Sampson advised that £75 was not necessarily the actual cost to the Council and he advised caution in this respect until ‘actual’ data were available.

Resolved: To await the outcome of the enquiries.

322 DAPC Committee

Cllr Mrs Hill thanked the Council for successfully nominating her for membership of the DAPC Committee. The Council congratulated her on her success and expressed the view that her presence there would be very valuable to the Council. **Noted:**

323 Padley Common Gates – (Min 300d refers)

The Council was informed that replacement gates were being costed to determine whether this would be the cheaper option.

Resolved: To place this matter on the Agenda for the next meeting

324 URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

No urgent business was reported.

GROUP REPRESENTATIVES REPORTS

325 Development Control Planning – Cllr Bleakman

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

0001/08 26 The Square, Chagford

A referral to the Enforcement Officer DNPA in respect of configuration of chimneys at 26, The Square resulted in his agreement to bring the matter to the attention of the Planning Committee. A further comment will be received in due course.

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

326 Grant of Conditional Planning Permission

a) 0790/08 Trevery, Easton Cross, Chagford - Noted

Proposed extension to house including infill of ground floor space (revised design of permission ref: 0680/07)

b) 0748.08 13, Mill Street, Chagford - Noted

Proposed removal of flat roof and part recent extension and addition of new pitched roof, new rear door and windows.

327 Grant of Listed Planning Permission - Noted

0747/08 13, Mill Street, Chagford

Proposed removal of flat roof and part of recent extension and addition of new pitched roof, new rear door and windows.

328 DNPA Management Plan – Newsletter

Delivering for Dartmoor newsletter forwarded.

Resolved: This item to be placed on the Agenda for the next meeting

329 Chagford Granite Troughs

The micro-chipping of the granite troughs is now complete and the DNPA has provided an excellent record, including photographic records of all the troughs.

Resolved: The Clerk to compliment the DNPA on their service and express particular thanks to Mr. Brian Bing who carried out the installation.

330 Eastern Parishes Link Committee

A verbal report of the meeting held on March 5th 2009 was given by Cllr Mrs Hill covering the following,

Police Report Inspector Peter Turner stated total overall crime has decreased reflecting the Police and Community working together. Car thefts from honeypots such as Fernworthy are being targeted as is speeding through Whiddon Down. PC Nadine Wilson is willing to work with Parishes on specific issues such as Community

Messaging and encourages Parishes to highlight the service particularly amongst B&B watch/Farm watch etc. This will be flagged up at outreach meetings.

Highway Matters Mr Jo Deasy (Highways Officer) responded to queries concerning The treatment of roads in severe weather, in particular the recent heavy snow by stating that at the beginning of February 14000 tons of salt were used; 84 gritters plus 95 other vehicles were manned by 300 South West Highways and 100 Devon County Council employees who were employed round the clock. Each treatment of A and B roads cost £10,000. The Northern area which includes Chagford has responsibility for 4,600 Km of roads. £1.5million has been spent on safety defects (7,100 separate defects) 90% of which are potholes.

Highway Flooding Extra drainage systems have been provided using monies raised from the sale of Exeter Airport. Owners of private properties must make their own arrangements to protect their properties. Sandbags are available for retaining walls or bridges.

Comprehensive Performance Assessment From 1/4/09 the CAA will assess how people are being served by County and District Councils alongside Police; Fire and Primary Care Trusts. Services must be sustainable, economic, environmentally sound and must not reflect inequalities between Communities particularly with respect to the vulnerable and the marginalised. Items of concern that are highlighted (ie affordable housing) will receive a red flag. Items of notable practice, a green flag. There will be Local Organisation Consultation and Empowerment. Parish Councils will be involved with DCC; WDBC and the Voluntary Sector.

Sustainable Communities Act The key principle is to empower Local Communities to challenge the Government to improve sustainability of local areas based on local economy; environment; democratic process and social inclusion. The aim is that Tavistock and Okehampton act as a first filter for ideas (ie regular services from Dartmoor Railway).

Parish Emergency Plans The DCC; WDBC Police and Fire services have identified local resilience centres at Okehampton College and Chudleigh Village Hall. The aim of the Parish Plan is to know what skills and equipment is available within the Parish and also a list of vulnerable adults. A workshop will be held later in the year.

Boundary Review East Devon and Norfolk called for a judicial review following which a decision has been delayed until July 2009. As a result of the judicial review, WDBC and South Hams have revisited their proposal and questioned why this should not be considered.

Budget Updates The budget briefing paper for DCC and WDBC were both reviewed. Cllr Mrs Hill was thanked for her full and informative report.

FINANCE GROUP

331 A Finance meeting held on 26th February 2009 reviewed the up to date accounts. The following suggestions were made:-

- i) NALC has issued a statement regarding the Clerk's pay award for 2008/09. There is still no agreement between the employer and the Trade Union hence it is suggested that an interim salary award should be made backdated to 1st April 2008. The Clerk's salary would increase by £25.62 per month to 3695.64p and back pay to the 1st April would amount to £179.34.
- ii) Cllr Davies has carried out research on printer/copiers. It is recognised that at present the copier is still working efficiently but if it breaks down a replacement will be required in a very short period of time. Currently the best option is probably a Canon black and white superior printer/copier costing £553 plus £15 per month to

cover all costs including ink cartridges. The total average costs over 5 years will be £23.88 per month.

- iii) The Chairman and Cllr Jeffreys continue to research insurance bearing in mind it is advisable to have public liability cover of £8 million.
- iv) The Council has not been invoiced by WDBC for the contribution towards the cost of lloo cleaning. The Clerk has ascertained that the cost will be £1,192.45 and the account will follow shortly. It was agreed that the Clerk should remit that amount on receipt of a formal account.

The Council will go forward into the year with a balance amounting to one half of the year's precept plus monies held in the capital account. **Noted:**

332 A VAT refund in the sum of £282.72 has been received **Noted**

333 **WDBC Parish Precept 2009/2010**

Confirmation received that the first instalment of the Parish Precept (£13,500) will be paid on 8th April 2009 **Noted:**

ENVIRONMENT GROUP

334 **Public Convenience Inspection Report**

An inspection of the public conveniences was held on 13th February 2009. It was attended by Ms R. Northey, Monitoring Officer, WDBC; Ms S Hargreaves, Performance and Contract Liaison Officer, WDBC ; Cllrs Davies and Sampson. The following subjects were discussed:-

- i) The existing cleaning specification
- ii) Current cleaning standards against this specification
- iii) Continual problems with the toilet seats becoming loose
- iv) Lack of natural or artificial light in the toilets during the wintry days with the cubicles being dark unpleasant places to visit.
- v) The shabby ambience of the conveniences with particular attention focused on unsightly rawl plugs, broken and cracked floor tiles and unsightly dirty unboxed piping.
- vi) Toilets being left locked during recent Bank Holidays.

The WDBC acknowledged the need to address the points raised and stated the cleaning specification is currently under review. It was agreed that cleaners should be asked to improve their standards and daily duties should be monitored to ensure improvements to the system. The Performance Officer agreed the following:-

- a) To inform the Clerk when additional monthly or annual deep clean has been completed.
- b) To ask for technical assistance with regard to toilet seat problems
- c) Cost the installation of implementing artificial light above the cubicles.
- d) Arrange for replacing tiles or white grouting and existing rawl plug holes.
- e) Cost the replacement of all floor tiles but certainly replace the broken tiles
- f) Cost the boxing of piping and redecorating the toilets (depending on current budgetary restraints).
- g) Review the Bank Holiday key holder arrangements prior to Easter Bank Holiday.

Resolved: The Clerk to i) request WDBC to carry out the improvements; ii) to make arrangements with key holders for Bank Holiday arrangements; iii) to raise this matter on the July Agenda.

335 **Jubilee Park Inspection Report**

The playing field was reported to be in good condition. Cllr Coombe confirmed that he has replaced the locktite nuts on the wooden bridge. **Noted:**

336 Emergency Planning

The Chairman confirmed that an update of the current plan was necessary but following advice from Cllr Mrs Hill regarding training this activity was best delayed for the present.

Resolved: To revisit the subject following the training.

337 Western Power

An amicable meeting held on 17th February 2009 between Mr Cleaver and Chairman Jubilee Hall Trustees agreed the repositioning of the pole currently situated in the garden of Ceylon House. A new Wayleave is being generated. **Noted:**

338 Street Lighting

- a) An additional light has been erected on the pavement adjacent to the Cross Tree. This was not scheduled in the original plan and in the opinion of the Council, is intrusive.

Resolved: The Clerk to refer the matter to the lighting Authority and report to Council at the next meeting.

- b) Attention drawn by resident to inaccurate message in the Bulletin re completion of street lighting in Lamb Park. This arose as a result of confirmation from the lighting Authority that the installation in Lamb Park was complete. The information was referred to the Bulletin some 3 weeks before its issue. The installation was halted without reference to the Council. **Noted:**

- c) It was reported that a number of the original lights in Lamb Park were now switched on for 24 hours a day.

Resolved: The Clerk to refer this matter to the lighting Authority.

339 DCC – Highways

- a) **Road Safety Manor Road, Chagford**

A response was received from the Highways Department following a request for road safety measures in Manor Road. The Highways Department declined the request as it was felt there was no justification for making this a special case.

Resolved: The Clerk to forward a copy of the Highways Department's letter to Mr & Mrs Mee.

- b) **Car Parking Survey**

A meeting has been arranged between the Highways Department; Representatives of the Parish Council and the West Devon Borough Council Traffic Warden to review anomalies in the current car parking system. The meeting is to take place on 9th April 2009 at 2pm.

Resolved: Cllrs Bleakman; Coombe; Davies; Mrs Hill; Ms Thorn; Parrott & Sampson to attend a preliminary inspection to be carried out on March 19th 2009 to be followed by an informal meeting for all Cllrs on the 23rd March 2009 to prepare points for discussion on April 9th.

- c) **Car Park Ticket Machine**

It was noticed that during the bad weather, some persons, particularly the disabled, were experiencing difficulty in accessing tickets from the car park machine. Requests from the WDBC for an additional machine have not materialised as yet. The introduction of mobile phone payments have proved complex; time consuming; more expensive and altogether not user friendly.

Resolved: i) The Clerk to write to WDBC requesting an additional machine near the Health Centre. ii) A copy of the letter to be given to Cllr Sampson.

GENERAL PURPOSE & POLICY REPORTS

340 Power of Well Being – Cllr Bleakman

A seminar held on 4th March 2009 to inform Parish Councils of new powers for undertaking projects to improve the well being of the Community was attended by Cllr Bleakman and the Clerk. There are several criteria to be met before a Council can become eligible to use the powers and training programmes are to be set up for this purpose. In the opinion of the Chairman and the Clerk, there is no immediate need to implement the scheme for Chagford but the Chairman will produce a package for discussion at a later date.

Resolved: The Clerk to place this matter on an appropriate Agenda.

341 Housing Needs

In the absence of any progress with the problem of providing affordable housing, the need for a further meeting with the Authorities concerned was deemed necessary.

Resolved: The Clerk to arrange a meeting with the DNPA; WDBC and West Devon Homes to discuss the matter and invite Cllr McInnes to participate.

342 Clerk/Chairman's Report

a) Road Repairs – Fernworthy

Information received of forthcoming road repairs at Fernworthy requiring convoys of 5 lorries through the Town, carrying road stone. The work will be carried out over a period of 10 working days and the start date will be notified prior to commencement. The Clerk explained that she advised the Forestry Ranger to be aware of the difficulty they will experience on Mondays due to the refuse collections and to time their run accordingly. The matter has also been mentioned to the Business Association.

Concern was expressed about the possible damage to an already worn surface on Waye Hill which would need to be dealt with by the Highways Department.

Resolved: The Clerk to ascertain when the work would start and inform all relevant authorities accordingly.

343 WDBC Outreach Surgeries

From April 24th, outreach surgeries for the coming year will have a monthly theme featuring the work of different Agencies. This will commence with a scheme to provide transport facilities (scooters etc) for people needing to attend for training or to go to work who do not have adequate travel facilities. **Noted**

344 Annual Parish Assembly

The Chairman drew attention to the forthcoming Annual Parish Assembly meeting on Friday, April 17th 2009 to make arrangements for the meeting and requested volunteers to assist with arrangements. The Fire & Rescue Service has been invited to address the meeting this year in an endeavour to boost recruiting to the service. There will be a break for refreshments during the programme. The meeting this year has deviated from the normal practice of holding the meeting on a Thursday because of the unavailability of the Hall. In order to comply with the preferences of some of the Councillors the Clerk was instructed to seek a Thursday booking for 2010. **Noted:**

345 Pedestrian Crossing

A telephone call received by the Clerk requested a pedestrian crossing to the Montessori school be installed or alternatively, a "Lollipop" lady be provided to monitor children crossing the road from Orchard Meadow. The Clerk explained that this matter had arisen previously and had not been regarded favourably by the Highways Department.

Resolved: The Clerk to inform the applicant that the provision of a "lollipop lady/man" was a matter for referral to the school

346 Rowan Tree, The Square, Chagford

The Clerk was reminded that the DNP has not planted the promised rowan tree in the Square.

Resolved: Mr. Beasley be asked to report on its progress.

CORRESPONDENCE RECEIVED

347 DAPC – French Markets

Information has been received re an opportunity to introduce a French Market to Chagford. Where markets have taken place previously (ie Bovey Tracey) there has been a considerable increase in trade generated by large numbers visiting the Market. A contact website has been supplied.

Resolved: Web site details to be forwarded to Cllr Parrott for initial enquiries.

348 Commons Registration Act 1965

Outer Down and Thorn Farm

Additional Entry received in respect of land previously part Outer Down. **Noted:**

349 ACCOUNTS FOR PAYMENT

The following accounts were approved for payment:-

a)	3175	To ratify payment to the Land Registry in respect of deposit of Deeds for registration on 19 th February 2009	30.00
b)	3176	Mrs P. Stone – February salary	695.64
c)	3177	Mrs P. Stone – February post; electric; computer; petty cash	59.25
d)	3178	Mrs P. Stone – Reimburse payment for memorial seat plaque	24.00
e)	3179	DAPC – Course fee x 2 for Power of Well Being briefing (Cllr Bleakman & the Clerk) (Min 308b refers)	20.00
f)	3180	DNPA – Part cost of microchipping troughs	50.00
g)	3181	West Devon Borough Council – Loo cleaning partnership	1,192.45
h)		Direct Debit – Tiscali Billing – broadband services	30.42

350 PUBLICATIONS/INFORMATION RECEIVED

The following publications were made available to Members

- a) Junk Mail – Spring 2009
- b) The Playing Field – Winter 2008-09.
- c) DNPA – Delivering for Dartmoor 2009
- d) WDBC e-connect – February
- e) DNPA – Agendas – 6th March 2009
- f) DAPC – Newsletter Mar/April 2009
- g) Village Green – March 2009
- h) Clerks & Councils Direct – March 2009
- i) Eastern Parishes Link Committee – Agenda 5th March 2009.
- j) Standards Committee – Agenda 10.03.09
- k) R D & Express – Newsletter February 2009
- l) Digital UK Switchover Pack
- m) Local Councils Review – March 2009
- n) Dartmoor Biodiversity Newsletter – 2008/09
- o) Action for Wildlife – Update Winter 2008/09
- p) CVS News – Spring 2009
- q) NHS Foundation Trust Membership.

351 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)

352 Jubilee Park Maintenance Contract

A letter received from one Contractor declined the invitation to quote

A quotation was received from Mr. B. Pell in the sum of £260 per month with an additional charge of £16 per hour for non specified repair work when needed.

Resolved: i) Mr Pell be advised that subject to his agreement to comply with items 1; 2 and 3 of the specification and his agreement for the Council to carry out a criminal records bureau check, his tender will be accepted. ii) the Council to meet the cost of providing the CRB check.

The Meeting Closed at 9.30pm

Confirmation of the Minutes

Dated.....

Signed.....