

**Minutes of the Regular Meeting of the Chagford Parish Council held at  
Endecott House on Monday 9<sup>th</sup> November, 2015**

**Present:** Cllrs: Coombe, d'ArchSmith, Hamer, Mrs. Haxton, Mrs. Hill (Chairman), Lloyd Hill, Parrott, Mrs. Stanbury, Miss Stead, Ms Thorn and Williams

**Apologies:** Cllr: Sampson

**280. DECLARATION OF INTEREST**

There were no declarations of interest.

**281. CONFIRMATION OF THE MINUTES**

The Minutes of the Regular Meeting held on Monday 12<sup>th</sup> October 2015 were confirmed and signed as a true record.

**MATTERS ARISING FROM THE MINUTES**

**282. Chagford Tennis Club – Court Re-Surfacing (Min: 244 refs)**

Cllrs: Coombe and Williams met with Rod Webber from the Recreational Trust and the Contractors at the Jubilee Field. It was agreed that the Contractors could remove a stretch of fencing in order to access the Tennis Courts from the lane. This will avoid damage to the playing field and be closer for the contractors to have their aggregate delivered. **Resolved:** The Recreational Trust will seek permission from the Glebelands and the Allotment Holders to use the land. The Contractors are hoping to start fairly soon but are waiting for a dry period to carry out the work.

**283. The War Memorial (Min: 245 refers)**

The War Memorial has now been completed along with the painting of the inscription. It was agreed that it now looks very good and several people complimented the work at the Remembrance Day Service. **Resolved:** to write to David Finch thanking him for painting the inscription and Hutchings Construction for the installation of the granite plinth and the stone drains.

**284. Dartmoor Pony Heritage Trust 100-Mile Challenge (Min: 258 refs)**

Two Dartmoor pack ponies travelled through Chagford on Sunday 18<sup>th</sup> October 2015. There was a good reception waiting for them. The Chairman presented Dartmoor Pony Heritage Trust with a donation from the Parish Council for which they were very grateful. The team were hosted overnight in the Parish. **Noted.**

**URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION**

**285. Swimming Pool Lease**

The Chairman reported that she had received an email from WBW Solicitors requesting a copy of the original Swimming Pool Lease and evidence of identification of the Chairman and Vice-Chairman in order that the new Lease can be signed. The Swimming Pool has received a grant to do some work at the Pool which has to be started in December hence there is an urgency for the Lease to be completed. **Resolved:** the Chairman and Vice-Chairman will send the necessary proof of identity and also a copy of the original Lease.

**286. Various issues raised by a resident of Chagford**

An email has been received from a resident regarding the Development on Bretteville, parking by the School Personnel at Lamb Park and cutting down trees at the end of Lamb Park. **Resolved:** that the Clerk should respond to the email, referring the resident to the Planning Authority with regards to the Development. To contact the school about the parking issues. The Council are not sure who owns the piece of land at the end of Lamb Park but the resident can enquire about the tree felling regulations from the Trees Officer at the DNPA.

**287. Chagford Post Office**

An email has been received from Chagford Business Association informing Chagford Parish Council that the Post Office will cease trading by the end of the tax year next April. The counter will be removed and the property sold as a residence rather than as a commercial property. **Resolved:** to raise this locally and seek a retail outlet that could accommodate the Post Office. Seek advice from Devon Communities Together regarding a Community Post Office.

**288. Are YOU interested in access to Dartmoor?**

Dartmoor Access Forum is looking for new members. Dartmoor Access Forum is an independent advisory body of people who offer their time and wide ranging experience advising the Dartmoor National Park Authority on ways to improve access and open air recreation on Dartmoor, for the benefit of all. Applications are welcome from people with experience in a range of areas. Closing date for receipt of applications is 27<sup>th</sup> November 2015. **Resolved:** to display the Poster.

**289. Citizens Advice**

Torrige, North, Mid and West Devon offers a free service to members of the public across the West Devon area, providing advice and information for the benefit of the individual and the community. The Citizens Advice is requesting a donation from Chagford Parish Council to enable the residents of the Parish to continue accessing free, independent, confidential and impartial advice. **Resolved:** forward to the Finance Group.

**290. Chagford Church Christmas Fair**

Chagford Church Christmas Fair will be on Saturday 5<sup>th</sup> December 2015 and wish to place their banner, advertising the fair, on the Market House from Sunday 29<sup>th</sup> November until 6<sup>th</sup> December 2015. **Resolved:** advise that WDBC own the Market House and should be contacted regarding permission to hang the banner.

**291. Superfast Broadband**

At last Cabinets serving Chagford Town are currently live and accepting orders for Superfast Broadband. DNPA are arranging a series of public meetings with Airband, who are contracted to bring Superfast Broadband to more remote areas across the moor, which will hopefully include the more rural parts of Chagford Parish. **Noted.**

**292. Remembrance Day Service**

The Chairman thanked all members who helped clear the leaves and tidy Cross Tree prior to the Remembrance Day Service. A special thank you to John Shears, who helped with the clearing by taking all the leaves away. The Service was well attended and the Chairman thanked the Councillors for their support. **Resolved:** to write the John Shears thanking him for his help.

**GROUP/REPRESENTATIVES REPORTS**

**Planning Control Matters – Cllr: Parrott**

**NOTICE OF PLANNING APPEALS**

**293. Ref: 0303/15 Waye Hill House, Chagford**

An appeal has been lodged with the Secretary of State against the refusal of the full planning permission for a new garage and modification to existing entrance. **Noted.**

**294. Ref: 0608/14 Westcott Farm, Chagford**

An appeal has been lodged with the Secretary of State against the refusal of the full planning permission for construction of a low energy passive house including new driveway and associated landscaping. **Noted.**

**PLANNING APPLICATIONS**

**295. Ref: 0548/15 Collihole Cottage, Chagford**

Works to detached barn; replacement porch, replacement of lean-to outhouse with office and associated works. **Resolved:** no objection.

**Listed Building Consent**

**296. Ref: 0549/15 Collihole Cottage, Chagford**

Works to detached barn; replacement porch, replacement of lean-to outhouse with office and associated works. **Resolved:** no objection.

**Grant of Conditional Planning Permission**

**297. Ref: 0471/15 Easton Court Hotel, Easton Cross, Chagford**

Part demolition of single storey extension, widening of access and associated works. **Noted.**

**298. Ref: 0475/15 Denshams Cottage, Chagford**

Construction of rear and side extension to form new garden room. **Noted.**

**299. Ref: 0465/15 Thorn Farm, Chagford**

Extension of general purpose agricultural building. **Noted.**

**Grant of Listed Building Consent**

**300. Ref: 0472/15 Easton Court Hotel, Easton Cross, Chagford**

Part demolition of single storey extension, widening of access and associated works. **Noted.**

**Grant of Unconditional Planning Permission**

**301. Ref: 0410/15 Stiniel Waste, Stinel, Chagford**

Drilling of borehole to depth of 25m with a concrete chamber and manhole cover at ground level (retrospective). **Noted.**

### **Tree Works**

**302. Ref: 15/0049 Montessori School**

Removal of the three lowest branches of a Birch Tree over the car park.

**Resolved:** no objection.

**303. Ref: 15/0050 Moor Park**

1-2 Beech Tree - Crown lift over the drive. **Resolved:** no objection.

### **Group Reports**

**304. The DALC AGM and Conference**

Cllr: Mrs. Hill and the Clerk attended the DALC AGM and Conference on 15<sup>th</sup> October 2015 at Westpoint.

The day began with the DALC AGM followed by a session from Martin Parkes, Devon Communities Together on free IT training and support for local councils and communities.

An overview of a Coastal Community Project from Beer Parish Council with an aim of making things better for visitors and the community.

A presentation from James Derunian, Gloucester University, on Local Councils working in partnership.

A presentation from Barry Parsons, DCC, on the future of services to the local community.

The Conference ended with working sessions, discussion forums, Q & As and general feedback.

The day was themed around Communities/Parishes working in partnership - "to do nothing is not an option". **Noted.**

**305. The Devon Highways Parish and Town Council Conference**

Cllr: Stead reported on the Devon Highways Parish and Town Council Conference on 21<sup>st</sup> October 2015 at Bradford and Cookbury Village Hall.

Due to budget cuts it will be a challenge maintaining the extensive minor road network in rural areas. The focus will be on major roads.

Only potholes which are deemed dangerous, for which there is a criteria, will be repaired.

The service of the Parish Lengthman will be remodelled.

There will be no change to the gritting policy for 2015/16.

There will be workshops for Community Road Wardens including Highway Safety Awareness, Chapter 8 training.

Due to budget cuts community involvement will be encouraged with community 'Tidy Town Days' etc. Continued support from Snow Wardens and Road Wardens will be required.

Websites for easier to use online fault reporting will be redesigned including Parish and Town Council dedicated webpages. **Noted.**

**306. The West Devon Parking Strategy Group Meeting**

Cllr: Mrs. Hill attended the West Devon Parking Strategy Group Meeting on Tuesday 3<sup>rd</sup> November 2015. The main focus of the meeting was parking in Tavistock. **Noted.**

**FINANCIAL MATTERS**

**307.** Donation for R.B.L. Poppy Appeal. **Resolved:** to approve a donation of £30.00.

**308.** Approval to pay Warren Dawes (Rural Skills Officer) for work carried out during August. **Resolved:** to approve payment.

**309.** Approval to pay Ben Pell for cutting the grass in the Jubilee Field on 9<sup>th</sup> October 2015. **Resolved:** to approve payment.

**310.** Approval to pay West Devon Borough Council for the emptying of Litter and Dog Bins. **Resolved:** to approve payment.

**311.** Receipt of Duty/VAT repayment. **Noted.**

**312. Chagford Jubilee Hall**

Request from the Trustees of Chagford Jubilee Hall for a grant to extend and enhance the Jubilee Hall. **Resolved:** to pass on to the Finance Group.

**313. The Pensions Regulator**

Correspondence from the Pensions Regulator has been received regarding the date for automatic enrolment. **Noted.**

**ENVIRONMENT**

**314. Jubilee Field Inspection – Cllr: Ms Thorn**

Ms Thorn reported that the Jubilee Field was in good order. The grass had been cut and due to the wet weather there was not the usual problem with rubbish, however in the Skate Park the bins were overflowing with rubbish. These have since been emptied.

The surfacing around the play equipment was greening up. It was noted that the swings may need some attention. **Resolved:** Cllr: d'ArchSmith will investigate.

**315. Public Convenience Report – Cllr: Ms Thorn**

The toilets were in good order and cleaned efficiently. At this time of year the floor gets very wet and leaves and litter blown into the Gents Toilets.

**Resolved:** to write to WDBC and request a self-closing mechanism for the Gents Toilets.

**316. The Pound Garden**

It was noted that a notice has gone up outside the Pound Garden stating that the garden was privately maintained. **Resolved:** this is a public garden for the community and the Parish Council should erect a sign to this effect.

**317. Rural Skills**

Any work to be done by the Rural Skills Officer should be forwarded to the Clerk. **Noted.**

**318. Dog Bins**

The Dog Bins have arrived and will be erected in the three areas, Broomhill, Factory Cross and Beira View. **Resolved:** the Clerk will ask the Rural Skills Officer to put the bins up when next in Chagford. Cllr: Coombe will advise Mr. Dawes of the locations.

**319. Temporary Prohibition of Through Traffic and Parking**

A temporary restriction is considered necessary to enable patching preparation works on the road from St. Michaels the Archangel Church to Higher Middlecott Farm, Chagford on Tuesday 10<sup>th</sup> November 2015. **Noted.**

**320. Temporary Prohibition of Through Traffic and Parking**

A temporary restriction is considered necessary to enable patching preparation works from Week Down to Higher Middlecott Farm, Chagford on Wednesday 11<sup>th</sup> November 2015. **Noted.**

**CLERK/CHAIRMANS REPORT**

**321.** The Chairman reported that she had received no update on the rebuild of the School.

The Chairman reported that members had a meeting with David Lohfink from CG Fry regarding the plans for the new development. Much effort had gone in to the plans in changing angles etc. It is anticipated that the plans will be put to DNPA mid-December. **Noted.**

**CORRESPONDENCE AND EMAILS**

**322. Dartmoor National Park Authority Forum**

The next meeting of the DNPA Forum will be held on Friday 27<sup>th</sup> November at 2.00 p.m. at Parke, Bovey Tracey. **Noted.**

**323. Highway Management Licences and Applications**

The Highway Management have recently changed the way they deal with applications to erect banners or decorations over the highway. Highways are making it easier for communities to enhance their communities without having to go through costly and time consuming procedures in order to obtain a licence.

There is no longer a charge for a licence to put up banners or decorations. Communities can erect temporary, non-commercial banners or decorations over the highway once the terms and conditions are agreed. Check the website [highwayapps@devon.gov.uk](mailto:highwayapps@devon.gov.uk) for further information regarding decorations or banners. **Noted.**

**324. Highways Surgery for Town and Parishes**

There will be a Highways Surgery for Town and Parishes on 24<sup>th</sup> November 2015 from 10 am until 12 noon in the Okement Centre, Okehampton, to raise any highway issues. **Noted.**

**325. Superfast Broadband across Exmoor and Dartmoor**

In partnership with DNPA a series of meetings has been arranged across the moor to explain about the next phase of connecting Devon and Somerset to bring Superfast broadband to Dartmoor. **Resolved:** Cllr: Parrott will attend the Postbridge meeting.

**326. DALC November Newsletter**

There are still dates available for the New Councillor short course, if any Councillors wish to attend please let the Clerk know.

The recent Housing and Planning bill has been introduced to give the Government more planning powers, meaning that if this Bill becomes law there is likely to be a reduction in the powers of principle Councils ie district and borough Councils in England. **Noted.**

**327. ACCOUNTS FOR PAYMENT**

	<b>£</b>
a) Direct Debit – BT Broadband Services (Oct)	48.83
b) 003993 Mr. W. Dawes (Rural Skills)	198.00
c) 004000 Mrs. S. Curtis – Salary	465.45
d) 004001 HM Revenue and Customs	31.20
e) 004002 Mrs. S. Curtis – Clerk’s Expenses	20.00
f) 004003 Mrs. Glastonbury – Trough Planting	15.00
g) 004004 Mr. B. Pell – Grass Cutting	140.00
h) 004005 WDBC – Emptying of Litter/Dog Bins	564.72
i) 004006 R.B.L. Poppy Wreath	30.00

**The Meeting Closed at 9.30 p.m.**

**Date** ..... **Signed** .....