

Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 11th April 2016 commencing at 7.30 p.m.

Present: Cllrs: Coombe, d'ArchSmith, Hamer, Mrs. Hill (Chairman), Parrott, Sampson, Miss Stead, and Williams.

Apologies: Cllrs: Mrs. Haxton, Lloyd Hill, Mrs. Stanbury and Ms Thorn

503. DECLARATION OF INTEREST

There were no declaration of interests.

504. CONFIRMATION OF THE MINUTES

The Minutes of the Regular Meeting held on Monday 14th March 2016 were confirmed and signed as a true record.

MATTERS ARISING

505. Public Access Defibrillator (Min: 437 refers)

The Clerk confirmed that she was still waiting for notification from the British Heart Foundation regarding the alternative funding programme. This scheme should be available online in April 2016 onwards. When this funding programme opens a new application will be submitted. **Noted.**

506. The Bus Shelter in Chagford Square (Min: 454 refers)

The Clerk has made enquiries and there is only one key holder to the Bus Shelter which is opened at approximately 7.30 p.m. this is too late for the 7.15 a.m. bus. **Resolved:** to contact West Devon Borough Council to request that the doors be opened for the 7.15 a.m. bus or give a key to the Parish Council.

507. Her Majesty the Queen's 90th Birthday Celebrations (Min: 476 refers)

Due to the enormous number of requests from participants, the lighting time of the Beacon has been moved to 8.30 p.m.

His Royal Highness The Prince of Wales has provided a personal message which may be read out to all those attending the Beacon event before lighting at 8.30 p.m.

The Pagentmaster suggests – singing the National Anthem, reading of the message, and also singing Happy Birthday during the lighting of the Beacon.

Cllrs: Coombe and Mrs. Hill have carried out the necessary Risk Assessment for the Insurance Company and Cllr: Coombe will inform the Fire Service of the event.

Arrangements for the Picnic in the Park on 12th June 2016 will be discussed at a later date. The History Society wish to run a tombola and the Swimming Pool also wish to run a fund raising event. **Noted.**

508. The Annual Parish Assembly (Min: 425 refers)

A reminder that The Annual Parish Assembly will be held on Thursday 14th April 2016 at Endecott House at 7.30 p.m. **Noted.**

509. Forestry Lorries

The Forestry Lorries have started travelling through Chagford. The Chairman has circulated a letter to residents and businesses warning them that the parking regulations throughout the town apply for seven days per week twenty four hours per day. If cars are parked outside the boxes they will be subject to parking fines and if the Police have to be called to clear the road the owner of the vehicle may be prosecuted for obstruction. **Noted.**

URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

510. Jubilee Field

A quote has been received to carry out jet washing to remove moss and debris from soft play surface areas within the play area of the Jubilee Field.

Resolved: to accept the quote and confirm to carry out the work.

511. North Bovey Beating the Bounds

On Saturday 28th May 2016 North Bovey is to beat part of its bounds. The portion of the boundary to be beaten is from the country road near Brinning Landing to Lanagford Bridge, just over 6 miles. Leaving Brinning Landing at 9.00 a.m. and walking the joint boundary with Moretonhampstead as far as Meacombe Farm. Proceed along the boundary with Chagford Parish as far as Langafor Bridge arriving approximately 16.30. **Noted.**

GROUP/REPRESENTATIVES REPORTS

Planning Control Matters – Cllr: Parrott

512. Ref: 0126/16 10 Manor Drive, Chagford

Existing stone cladding to be removed from all external walls of main house and garage to be replaced with render; concrete roof tiles to be removed from house and replaced with slate. **Resolved:** no objection.

513. Ref: 0145/16 The Old Exchange, Chagford

Change of use of whole building, grounds and car parking area from Architects Office to Veterinary Surgery. **Resolved:** to support the application.

514. Ref: 0153/16 4 Mill Street, Chagford

Change of use from existing one bedroom flat to Architect's Office. **Resolved:** no objection.

515. Ref: 0164/16 Washford Barn, Lower Withecombe, Chagford

Conversion of barn to commercial unit for a small/micro business including a separate kitchenette and a compost toilet. **Resolved:** to object to the application. Not an appropriate site for a business. Concerns with regard parking, shared entrance and access on to road. However members welcome the restoration of this building.

Grant of Conditional Planning Permission

516. Ref: 0100/16 Millholme, Mill Street, Chagford

Erection of porch and insert velux roof windows on south elevation. Subject to conditions. **Noted.**

517. Ref: 0069/16 Easton Cross to Forder Bridge

Create new entrance into field. Subject to conditions. **Resolved:** to write to DNPA asking why the Parish Council's recommendation that the "entrance should be clearly restricted to agricultural purposes only" was not made a condition.

518. Ref: 0075/16 Broadalls Farm, Chagford

Erection of agricultural buildings. Subject to conditions. **Noted.**

Withdrawal of Planning Application

519. Ref: 0044/16 11 Manor Drive

External double garage with flat roof and walls which are part rendered and part granite block. **Noted.**

Enforcement Planner

520. An email has been received from DNPA Enforcement Planner regarding concerns members had regarding building works in Chagford. The Enforcement Planners view is that planning permission should have been sought although it may be that the new structure is an improvement on the old. The Enforcement Planner is talking to the agent regarding details of the construction. **Noted.**

FINANCIAL MATTERS

521. **To Approve Accounts for the year 1st April 2015 – 31st March 2016**
The Chairman reported that the end of year accounts had been prepared and need to be presented to the Internal Auditor. The Chairman confirmed that £4,754.95 had been paid out in grants which is an increase of previous years. There was an increase in payments due to the refurbishment of the War Memorial. There are still payments to be made for the repair of the Play Equipment and TAP funding to be claimed. **Resolved:** to approve the end of year accounts 2015/16 prior to being presented to the Internal Auditor.
522. Approval to pay LCR Subscription Renewal. **Resolved:** to approve payment.
523. Approval to pay DALC Membership Fee. **Resolved:** to approve payment
524. Approval to pay South Hams District Council Payroll Services. **Resolved:** to approve payment.
525. Approval to pay West Devon Borough Council for services in relation to the Local Elections held on 7th May 2015. **Resolved:** to approve payment.
526. Approval to pay Ben Pell for cutting the Jubilee Field. **Resolved:** to approve payment.
527. Receipt of payment from Chagford Commoners HLS Association. **Noted.**

ENVIRONMENT

528. **Jubilee Field Inspection Report – Cllr: Parrott**
Cllr: Parrott reported that the Multiplay had been repaired well. Generally the litter situation was good however the litter in the Skate Park was terrible with bins overflowing. The surfaces around the tractor and the swings were in need of attention. The main entrance gate does not close properly and the Skate Park gate has a loose slat and the self-closer is broken. The gate to the park is coming away from the hanging post.
- The grass is recovering well from the damage caused from the resurfacing of the Tennis Courts. There is a mole problem in the field! **Resolved:** to organise a meeting with CELT regarding the agreed four pieces of work that are due to be done on the field. Also speak with Wez Cutler about the rubbish situation in the Skate Park.
529. **Public Convenience Inspection Report – Cllr: Parrott**
Cllr: Parrott reported that the Public Conveniences were in good order. **Noted.**
530. **Update on the Play Equipment (Min: 406 refers)**
South West Play has repaired the Multiplay which is looking very good. The Chairman suggested that we obtain a quote from South West Play for replacing the Cradle Swings, to repair the safety surfaces and give ideas for something to replace the Train. **Resolved:** the Clerk will contact South West Play and request quotes.

531. Planting of the Parish Council Troughs

The Clerk confirmed that she has emailed/written to all who plant the troughs in Chagford. All are willing to continue apart from Mr. Licence who wishes to give up. However Mr. Mike Downing is willing to take it over. **Resolved:** to write to Mr. Downing and approve payment.

532. The Dog Bin at Biera View (Min: 458 refers)

The Dog Bin at Biera View has now been moved and no further complaints have been received. **Noted.**

533. Seat Cleaning (Min: 454 refers)

A quote has been received from Jeff Williams to carry out jet washing to remove moss and debris from the soft play surface area as required and also clean the seats on the Jubilee Field. **Resolved:** to accept the quote and confirm with Mr. Williams to carry out the work.

534. The Pound Garden – Tree Felling (Min: 454 refers)

Mr. Ben Pell will be felling the Rowan Tree in the Pound Garden on Thursday 14th April 2016. **Noted.**

535. The Jubilee Tree

Two quotes had been received for the planting of the Jubilee Tree and erecting a post and rail tree guard with rabbit wire. **Resolved:** to accept Mr. Ben Pells quote to carry out the above works.

536. Turn Lake Leat (Min: 456 refers)

Cllr: d'ArchSmith confirmed he has a quote for new grating. There is a fund for Turn Lake Leat which should be unlocked so new grating can be purchased. **Resolved:** to contact Mr. Bleakman to discuss the unlocking of the fund.

CLERK/CHAIRMAN'S REPORT

537. Chagford Church of England Primary School

The Chairman reported that Mr. Stephen Belli from DNPA had informed her that planning permission for the school will be submitted shortly. **Noted.**

538. Chagford Tennis Club

Chagford Tennis Club has had their AGM. Apparently there was some discussion about their continued relationship with the Recreational Trust. **Noted.**

539. Swaling on Meldon

Recent swaling on Meldon has caused concern with some residents in Chagford. **Noted**

540. Designation of Dartmoor Forest Parish Neighbourhood Plan Area

Dartmoor National Park Authority has approved Dartmoor Forest Parish Council's proposal to be designate as a Neighbourhood Area, for the purposes of preparing a Neighbourhood Development Plan. **Noted.**

CORRESPONDENCE AND EMAILS

541. DALC April Newsletter

For a trial period of six months from 1st April 2016 Tozers Solicitors are offering up to half an hour free advice on planning and employment issues for DALC member councils.

DALC training events are available during the summer including a Clerks Summer Social.

Refugee Week is from 20th – 26th June 2016.

Available from Tesco Grant Scheme for Community Green Spaces £8,000 - £12,000 of funding is available.

Sheepwatch UK - How to reduce the number of dog attacks on Sheep. **Noted.**

542. Police and Crime Commissioners Election

West Devon residents are being asked to go to the polls this May to vote for the next Police and Crime Commissioner for Devon and Cornwall. **Noted.**

543. Chagford Post Office

A letter from the Post Office has been received informing the Council, following the resignation of the Postmaster and the withdrawal of the premises for Post Office use the above branch will be closing temporarily on 7th April 2016.

Currently the Post Office is investigating the options available which will enable the Post Office to be reinstated. It is important that any future service is sustainable for the person operating the service, and for Post Office Ltd.

The Post Office would like to apologise for the inconvenience the temporary closure may cause. **Noted.**

544. Letter from His Worshipful The Mayor of WDBC – The Annual West Devon Mayoral Awards

Further to Chagford Parish Councils nomination of Chagford Conservation Group for the above award a letter has been received stating “ we received quite a few nominations and regrettably your nominee was not successful on this occasion”. **Noted.**

545. Okehampton District Community Transport

Okehampton and District Community Transport Group and Transport for your Community have invited the community to the Community Transport Awareness Roadshow and launch of the new 15 seater Community Bus on Saturday 4th June at the Co-operative Supermarket, Okehampton at 11.00 am. **Noted.**

546. Came and Company Local Council Insurance

Spring Council Matters 2016 has been received. **Noted.**

547. ACCOUNTS FOR PAYMENT

	£
004101 Mrs. S. Curtis – Salary	465.45
004102 HM Revenue and Customs	31.20
004103 Mrs. S. Curtis – Expenses	20.00
004104 NALC – LCR Subscription Renewal	17.00
004105 DALC – Membership Fee 2016/17	317.81
004106 South Hams District Council – Payroll	120.00
004107 WDBC – Services Local Election 7.5.15	987.29
004108 Mr. B. Pell – Grass Cutting	140.00

The Meeting Closed at 9.00 p.m.

Date **Signed**