

Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 11th June 2018 commencing at 7.30 p.m.

Present: Cllrs: Hamer, Mrs. Haxton, Mrs. Hill (Chairman), Lloyd Hill, Lloyd, Sampson, Mrs. Stanbury, Miss Stead and Williams.

In attendance: one member of the public.

19. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs: Coombe, Parrott and Mrs. Thorn.

20. DECLARATIONS OF INTEREST

Cllr: Lloyd declared an interest in Minute 22(a)

Cllr: Lloyd Hill declared an interest in Minute 24(g)

21. CONFIRMATION OF MINUTES

a) The Minutes of the Annual Meeting held on Monday 14th May 2018 were confirmed and signed as a true record.

22. MATTERS ARISING

a) The Gate at Stannary Gardens (Hare Close) (Min: 11(a) refers)

As Blue Cedar had not got back to the Council regarding the planning permission in relation to the gate and access through to Stannary Gardens the Clerk wrote to Chris Hart (Head of Development Management DNPA) with the Members concerns. Mr. Hart replied stating that this was highlighted on DNPA's recent design tour and he will get one of the Planning Officers to check the plans and see if there is any easy solution. A further issue has arisen that when vehicles are going in and out of Hares Close they are not taking into account that there is still a pedestrian pavement where, especially children, are coming and going through this area. **Resolved:** to write to Blue Cedar requesting temporary signs warning traffic going in and out of Hares Close that they are crossing a pavement and to be aware of pedestrians.

b) Cross Tree Path (Min: 192(b) 2017/2018 refers)

Chagford Parish Council has now received a written estimate from Langford Plant Hire regarding the Church Path. "Remove old hardcore from area beside the Church gate and vehicle access and footpath to the side of area. To level and compact gravel and back up to original level. Labour, Machinery, Tools and Transport £1650.00 excluding VAT. The quotation has been passed on the PCC for confirmation. **Resolved:** to hear back from PCC with confirmation of their contribution and arrangement for the work to be carried out.

c) General Data Protection Regulations

New Data Protection Regulations came into force in the UK in May 2018 and Chagford Parish Council need to comply with these regulations. Some discussion was had as to what personal information should be available to the public regarding Members. **Resolved:** it was agreed that all Councillor's should have a Council email and not use their personal

email. Name, email and telephone number only should be published on the Notice Board and Web Site. The Clerk will contact Parishioners who we hold personal data requesting their permission to continue to communicate with them.

d) Battle's Over – A Nation's Tribute and WWI Beacons of Light (Min: 153(c) 2017/18 refers.

Celebrations for 11th November 2018 are underway with the Jubilee Hall booked, the Church Bells will be ringing out for peace and beacons will be lit. Discussions were had on what entertainment should be provided in the Jubilee Hall to mark the celebrations. **Resolved:** Cllrs: Coombe, Hamer, Lloyd Hill and Williams will organise the beacon. A meeting of the General Purposes Group will meet on Thursday 19th July at 7.30 p.m. to discuss the entertainment.

e) The Recreational Trust Lease (Min: 16(b) refers)

Cllr: Sampson has sought advice regarding the lease between Chagford Parish Council and the Recreational Trust and the 'Breakage Clause'. **Resolved:** the Chairman and Vice-Chairman have sent their ID to the Land Registry who has amended the lease to state that Chagford Parish Council will not release The Chagford Recreational Trust from the lease within the next seven years. Sports England should now release the grant.

23. URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

a) The Clerk has been informed by The Cumbria Clock Company that they wish to install the Diamond Jubilee Clock on the Market House on Friday 15th June 2018. However to date the Electrician has not been able to access the electric cupboard in the Market House due to the retirement of the Localities Officer who had previously informed the Council he held the key. **Resolved:** the Clerk will continue to locate a key so the preparation for the clock can be done prior to the 15th June.

24. GROUP/REPRESENTATIVES REPORTS

Planning Control Matters – Cllr: Mrs. Hill

a) Ref: 0221/18 Higher Mead, Chagford

Proposed: Erection of double garage. **Resolved:** to support the application.

b) Ref: 0234/18 46-48 The Square, Chagford

Proposed: Conversion of Barn (3) to dwelling (revised design of application numbered 0117/15) to include revised roof design and additional flue. **Resolved:** to support the application.

c) Ref: 0245/18 Little Thorn, Chagford

Change of use of existing farm office and store (former piggery) to holiday let and erection of new porch. **Resolved:** to support the application. To be used for holiday lets only, will remain attached to main house and not sold separately.

- d) **Ref: 0247/18 Elmwood, Broomhill, Chagford**
Erection of rear side and porch extensions and replacement cladding.
Resolved: to support the application.
- e) **Ref: 265/18 Upper Long, The Square, Chagford**
Erection of glazed canopy. **Resolved:** to support the application.
- f) **Proposed New Public Toilets at the New Development**
CG Fry have produced a finishes specification for the public toilets at the New Development and have requested the Parish Council to review and let CG Fry have any comments. **Resolved:** after viewing the specification it appeared that there were no urinals or baby changing facilities and an area/space which needed clarification. Chagford Parish Council would ask if a waterless toilet system could be provided.

Cllr: Lloyd Hill left the meeting.

Grant of Conditional Planning Permission

- g) **Ref: 0158/18 Rear of Millaton, Old Fire Station, Chagford.**
Replace existing single garage with double length garage. Subject to conditions. **Noted.**
- h) **Ref: 0174/18 The Flat, Bedford House, 2 The Square, Chagford**
Replacement chimney stack. Subject to conditions. **Noted.**

25. FINANCIAL MATTERS

- a) Approval to pay WDBC 30% contribution to cleaning Chagford Toilets 2017/18. **Resolved:** to approve payment.
- b) Approval to reimburse the Petty Cash. **Resolved:** to approve payment.
- c) Approval to renew the membership to Devon Communities Together.
Resolved: to approve payment.
- d) Approval to pay Mr. G. Lyon for carrying out work at the Jubilee Field – to fabricate and install support to entrance gate hinge pose. **Resolved:** to approve payment.
- e) Approval to pay Mr. J. Shears for Lengthsmans Duties. **Resolved:** to approve payment.
- f) Approval to pass the Devon Air Ambulance Grant on to the Recreational Trust to help with maintenance of the tower and any improvements that are needed with regard to the night landing site. **Resolved:** to approve payment with the understanding that this grant should be ring-fenced for the DAA.

26. ENVIRONMENT

- a) **Jubilee Field Inspection Report – Cllr: Lloyd**
Cllr: Lloyd reported that he had inspected the play equipment and noted that the See Saw required some attention to stop it wobbling and make it work better. The Multi Play also needs attention the left hand handle is slight loose and the monkey bars wobble.

The litter situation was good. **Resolved:** to follow up on the play equipment and determine what action needs to be taken.

b) Public Convenience Inspection Report – Cllr: Lloyd

The Public Conveniences were generally good. However, in the gents, there was an amount of water on the floor in front of the urinals.

In the Ladies the lock on the left hand cubicle slips. **Resolved:** to report this to WDBC.

c) Report from the Environment Group

The Environment group met at the park and discussed the general growth of the trees, shrubs and hedges etc. The group felt it was too much work for a working group to tackle all the works and remove materials from the site and should invite tenders to carry out the works. **Resolved:** a working group will take place on Sunday 1st July 2018 at 8.00 am to carry out some of the maintenance work and would wait until the autumn to decide on the bigger jobs such as hedge trimming etc.

27. CLERKS/CHAIRMAN'S REPORT

- a) Certain members of the Council had received an anonymous letter pointing out issues regarding a parishioner's vehicle. It was stated that this was a danger to parishioners which the Parish Council investigated and was found to be false. **Resolved:** Chagford Parish Council do not welcome or react to anonymous letters.

28. CORRESPONDENCE AND EMAILS

- a) The next Dartmoor National Park Development Management Committee will be at Parke, Bovey Tracey on Friday 15th June 2018. **Noted.**
- b) An email from Highways Maintenance Team asking if Chagford Parish Council wishes to receive pothole repair material. **Resolved:** to reply stating that Chagford Parish Council do not require the pothole repair material.
- c) Temporary Prohibition of Through Traffic. From Monday 30th July 2018 until Tuesday 31st July 2018 a temporary restriction is considered necessary to enable access to an underground BT structure to repair service at Lower Street, Chagford. **Noted.**
- d) The Neighbourhood Highways Officer has confirmed that the contractor will be looking to close the road at Great Tree Park – A382. The road closure will be taking place between the 19th June to the 29th June. The diversion will be along the A382, A38 and A30, the diversion route has to be this long as they must divert traffic on a similarly classified road. Over the weekend from 22nd June 5pm till the 25th June 8am two way temporary traffic lights will be used. An "official" notice that the road will be closed has yet to be received. **Resolved:** concern was raised regarding scheduled buses, if they had been informed and arrangements been made. The Clerk will contact the Neighbourhood Highways Officer.

29. ACCOUNTS FOR PAYMENT	£	
4305 Mrs. S. Curtis – Salary		571.40
4306 HM Revenue and Customs - PAYE		143.40
4307 Mrs. S. Curtis – Expenses		20.00
4308 Mrs. S. Curtis – Reimbursement of Petty Cash		99.18
4309 Devon Communities Together – renewal of membership		50.00
4310 Mr. G. Lyons – Fabricate and install support to Entrance Gate of the Jubilee Field		56.70
4311 Mr. J. Shears – Lengthsmans Duties		220.80
4312 The Recreational Trust – DAA Grant		2,841.77

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