

Minutes of the Annual Meeting of the Chagford Parish Council held at Endecott House on Monday 12th May 2014 commencing at 7.30 p.m.

Present: Cllrs: Bleakman, Coombe, d'ArchSmith, Mrs. Haxton, Mrs. Hill (Chairman), Parrott, Sampson, Shears, Miss Stead, Ms Thorn, and Williams.

Apologies for Absence: Cllr: Lloyd Hill

In attendance the Clerk, Mrs. S. Curtis, three members of the public.

1. ELECTION OF CHAIRMAN FOR THE ENSUING YEAR

Cllr Sampson proposed and Cllr Parrott seconded the nomination of Cllr Mrs. Hill to be re-elected Chairman for the ensuing year which was passed unanimously.

Mrs. Hill thanked everyone present for their vote of confidence. She thanked the councillors for their commitment and as each year gets busier it gets harder to fit council work in with full time jobs.

2. ELECTION OF VICE-CHAIRMAN FOR THE ENSUING YEAR

Cllr Shears proposed and Cllr Haxton seconded the nomination of Cllr Parrott to be re-elected as Vice-Chairman for the ensuing year. The vote was unanimous.

3. DECLARATIONS OF ACCEPTANCE OF OFFICE

Declarations of Acceptance of Office were signed by Cllrs Mrs. Hill and Cllr Parrott.

4. DECLARATION OF INTEREST

Cllrs Miss Thorn, Williams and d'Arch Smith declared an interest in Minute 10

5. CONFIRMATION OF MINUTES

The Minutes of the Regular Meeting held on 14th April 2014 were confirmed as a true record and signed subject to the addition of Cllrs Coombe and Lloyd Hill leaving the meeting for Minute 423.

The Minutes of the Extraordinary Meeting held on 28th April 2014 were confirmed as a true record and signed subject to the addition of Cllr Lloyd Hill leaving the meeting for Minute 451.

6. APPOINTMENT OF SUB GROUPS

Resolved that the Membership of the 2014/15 groups should be as follows:-

Planning – Cllrs Bleakman, d'Arch Smith, Mrs. Haxton, Lloyd Hill, Williams

Environment – Cllrs Coombe, Lloyd Hill, Sampson, Shears, Ms Thorn

General Purposes – Cllrs Bleakman, Coombe, Sampson, Miss Stead, Williams

Finance – Cllrs d'Arch Smith, Mrs. Haxton, Shears, Miss Stead, Ms Thorn

The Chairman and Vice-Chairman to serve as ex Officio on the above groups. Groups are advised to meet every three months or more often as necessary, each group should nominate the Chairperson.

7. APPOINTMENT OF REPRESENTATIVES TO SERVE OUTSIDE BODIES

Resolved that the Council be represented on outside bodies for the ensuing year by the following persons:-

Dartmoor National Park Communities Forum – Cllrs Parrot and Shears

Jubilee Hall Committee – The Chairman

Chagford Recreational Trust – The Chairman

West Devon Eastern Links Committee – The Chairman, Cllr Ms Thorn

Police Liaison – Cllr Mrs. Haxton

Chagford Youth Group Liaison – Cllr Coombe, Cllr Mrs. Haxton

Chagford Education and Leisure Trust – Cllr Lloyd Hill

Turn Lake Leat Committee – Cllrs Bleakman, Sampson, Cllr Miss Stead

8. APPOINTMENT OF TRUSTEES ON OUTSIDE BODIES

Chagford Combined Charity – Cllrs Sampson, Mrs. Margaret Jeffreys, Rod Webber

Friends of St. Michaels – Mr. Denys Brewer, Mr. Barnaby Dickens, Ms Belinda Haytor-Hames

9. VENUE AND SCHEDULE OF MEETINGS

i) **Resolved** that Regular Meetings be held in Endecott House on the following dates:- 9th June, 14th July, 11th August, 8th September, 13th October, 10th November, 8th December 2014. 12th January, 9th February, 9th March, 13th April, 11th May 2015.

ii) **Resolved** that the following dates be reserved for Extraordinary Meetings when necessary:- 23rd June, 28th July, 22nd September, 27th October, 24th November, 22nd December 2014. 26th January, 23rd February, 23rd March, 27th April 2015

iii) **2015 Annual Parish Assembly Meeting**

Resolved: The date and venue for the Annual Parish Assembly Meeting in 2015 shall be in Endecott House on 23rd April.

MATTERS ARISING FROM THE MINUTES

10. The Oak Tree on the Recreational Trust Field (Min 404 refers)

Cllrs d'Arch Smith, Ms Thorn and Williams declared an interest and left the room.

Cllrs Mrs.Haxton, Shears and Miss Stead attended a meeting on 1st May 2014 at the Recreational Trust also present Brian Beasley DNPA, Mr. Bryce Rundle Recreational Trust, Mr. John d'Arch Smith Chagford Cricket Club.

It was reported that the Cricket Club wish to remove the tree and reposition the nets. A compromise may be found if the path to the field could be re-routed.

Resolved: the Clerk would write to Mr. Bryce Rundle stating that the Parish Council was pleased that the tree would not be felled and hope that a compromise could be reached. If the Recreational Trust is proposing to do any work on the field it is important to liaise with the Open Fields Trustees.

11. The WDBC Boundary Review of Wards (Min 303 refers)

Draft recommendations on the new electoral arrangement for West Devon Borough Council are available at www.lgbe.org.uk.

The electoral review examines and proposes new electoral arrangements for a local authority which are i) the total number of councillors representing the council's voters; ii) the names, numbers and boundaries of wards or electoral divisions; iii) the number of councillors representing each ward or division.

The draft recommendations propose that West Devon's 31 councillors should represent three single-member, eleven two-member and two three-member wards across the council area.

Chagford is proposed to be a single- member ward. **Resolved** to write to the Boundary Commission stating that we approve of the single ward status.

12. Fare Car Scheme

Western Greyhound will be changing their bus times of their service 510 between Exeter and Okehampton in June. This will mean that many of the Fare Car times will not connect with the bus service. The 0650 and 0805 journeys from Chagford will stay the same but the 0930 journey would go back to 0935 as the connecting bus to Exeter runs 7 minutes later. In the evening the times completely change.

Resolved: To support the change in timetable, and await new leaflets.

13. Chagford New School Project – Devon County Council

The Priority Schools Building Initiative is a funding programme managed and delivered by the Education Funding Agency who are part of the Department of Education.

In 2012 the EFA invited local education authorities to put forward schools that required either complete replacement or significant building works. Devon County Council put forward 12 schools and 10 were successful.

Of the 10 successful bids 2 were taken forward in the first scheme with the other 8 due to follow in 2015.

This has been brought forward and the EFA are due to contact these schools (of which Chagford Primary is one) later this summer term.

To date the EFA have not indicated if they intend to refurbish or replace the existing school at Chagford this will be dependent on survey information and cost data.

Resolved that the Council should watch the progress.

COMMITTEE/REPRESENTATIVES REPORT

14. Planning Applications received.

- i. **0227/14 Great Weeke House, Chagford**
Proposed: Retrospective application for garden landscape operations.
Resolved No Objection
- ii. **0222/14 Little Laskeys, Waye Hill, Chagford**
Proposed: Demolition of existing conservatory and replace with new
Resolved No Objection
- iii. **0228/14 Greenbank, Chagford**
Change of use of farm track and farmyard to mixed use together with alterations to and change of use of agricultural building to use as training room/office.
Resolved No Objection with conditions:- 1. The Training Room/Office to be used during daytime hours only. 2. The lockable store on the ground floor is to be used for farm purposes only.
- iv. **Grant of Conditional Planning Permission**
0104/14 10 Manor Drive, Chagford
Single storey extension to house and garage. **Noted.**
- v. **0132/14 Great Weeke House, Chagford**
Demolition of existing detached garage and erection of new double garage with loft accommodation for housekeeper with conditions. The development shall begin before the expiration of three years. The development shall not be used or occupied other than for purposes ancillary and subservient to the residential use of the existing dwelling and shall not at any time be used, let, sold or otherwise occupied as a separate unit of accommodation. The materials used in the finishing of the external walls and room should match those used on the existing dwelling. The pitched roof shall be covered in slate which shall be fixed by nailing only. **Noted.**
- vi. **0142/14 23 Nattadon Road, Chagford**
Demolish existing outbuildings and replace with garden room/studio and garden store. **Application has now been withdrawn. Noted**
- vii. **0167/14 Whiddon Park Farm, Chagford**
Erection of timber framed storage building and associated works at land at Whiddon Park Farm. **Application has now been withdrawn. Noted.**

15. FINANCIAL MATTERS

- i. **Audit** – The internal audit conducted by Mrs. Jill Hicks was returned with approval. **Resolved** to endorse the internal audit and approve payment of the Account.

- ii. Mrs. S. Powell, Mrs. L. Lemieux and Mrs. M. Barber had agreed to plant the remainder of the troughs. **Resolved** to approve payment.
- iii. Clarify when Ben Pell cleaned the streets before approving payment.
- iv. Clerk's expenses (electric/phone). **Resolved** to approve payment.
- v. Chairman's Travel Claim to Hatherleigh for Internal Audit. **Resolved** to approve payment.
- vi. Subscription to the LCR Magazine. **Resolved** to approve payment.

ENVIRONMENT MATTERS

16. Jubilee Field Inspection

Cllr Lloyd Hill's monthly report stated that there were three boards missing from the wooden train also the surface under the tractor was loose. There was a small crack on the surfacing of the multi play. There were three missing slats in the fencing. **Resolved:** Cllr Williams will pick up some slats for the fencing from Hilton Supplies.

17. Public Convenience Report

Cllr Lloyd Hill reported satisfactory conditions at the Public Conveniences. **Noted.**

18. Dog Warden 2014/15

West Devon Borough Council has agreed to increase (Dog Warden) Murray Cowley's hours from 22.5 to 30 hours per week from April 2014. This is to allow him to increase the hours he spends patrolling across West Devon in the eight Town/Parishes that are members of the scheme.

The invoices for 2014/15 will remain at the same level charged last year. New structure and processes will be introduced across WDBC by June 2015.

A meeting will take place in Tavistock on 20th May 2014 at 6.00 p.m. regarding the update on the latest draft Dog Control Order.

19. Chagford Conservation Area: Proposed Tree Works, Moor Park

The Dartmoor National Park Authority has not protected the trees with a Tree Preservation Order. **Noted.**

GENERAL PURPOSE AND POLICY MATTERS

20. Beating the Bounds

The Clerk had written to all land owners, neighbouring Parish Councils, Revd Seaton-Burn. Posters are being prepared but still need to obtain boat. There will be a practice walk on Sunday 8th June at 10.00 a.m. leaving from the square. **Noted.**

21. Development between Lower Street and Westcott Lane

Following discussion it was **Resolved** that the Council should write to

West Devon Borough Council asking that if the Parish Council were to own the Car Park and Public Toilets would The Borough be prepared to manage these at a cost to the Parish. The Chairman and Vice-Chairman to meet with West Devon to discuss the matter if and when appropriate.

The Council also wish to meet with the developers again. **Resolved:** the Chairman would contact the Developers and arrange a date.

22. WWI – Plans for the War Memorial

Cllr Williams proposed and Cllr Parrott seconded that granite slabs should be placed at the base of the War Memorial on a slight angle and the names of the 1st and 2nd World War Veterans should be engraved on the slabs. All were in favour. Cllr Sampson would seek a quote from Williams and Triggs for the granite and engraving of approximately 50 names

23. Swimming Pool Lease

Cllr Sampson has not heard anything from the Swimming Pool regarding the lease. The Swimming Pool did not get the Lottery Funding as there are only 7 or 8 years left on the lease.

CLERK/CHAIRMAN'S REPORT

24. Chagford Library – The Way Forward

The Chairman confirmed that she had arranged a Public Meeting/Consultation on 29th May, 2014 at 7.30 p.m. in Endecott House to discuss ideas for the Library.

25. Chagford Community Trust

CCT was set up in January to maximise the community benefit arising from the planned development at Bellacouch/Bretteville. There will be a public meeting on 22nd May at Endecott House. The Parish Council needs to think about whether they want to be involved, should we have some sort of representation, should we meet with CCT?

26. Proper Job (Min 423 refers)

No response has been received from DNPA.

CORRESPONDENCE AND E-MAILS RECEIVED

27. A letter was received from Nigel Price, Chairman, Morecare Association expressing concerns from some of his Volunteers about the possible closure of Chagford Library. **Resolved** the Clerk would write to Nigel Price informing him of the Public Meeting on 29th May 2014.

28. An Invitation was received to The Annual General Meeting of the Chagford Recreational Trust which will be held at the Clubhouse on Monday 19th May 2014 at 7.30 p.m. **Noted.**

29. Two road closures were received:
13th – 15th May Factory Cross to Waye Cross, Chagford
15th – 16th May Great Frenchbeer to Yeo Cross, Chagford (no diversion route). **Noted.**

30. **ACCOUNTS FOR PAYMENT**

The following accounts were approved for payment:- £

Direct Debit – BT Broadband Services	39.22
3213 Mrs. J. Hicks – Internal Audit	45.00
3220 Mrs. S. Curtis – April Salary	468.46
3221 Mrs. S.Curtis – Clerk’s Expenses	20.00
3216 Mr. B. Pell – Jubilee Park Maintenance	280.00
3215 Mrs. G. Hill – Travel Expenses	36.00
3219 NALC Subscription	17.00
3217 Mrs. S. Powell – Trough Planting	10.00
3218 Mrs. M. Barber – Trough Planting	30.00
3222 Linda Lemieux – Trough Planting	20.00

THE MEETING CLOSED AT 9.15 PM.

Dated

Signed