

**Minutes of the Regular Meeting of the Chagford Parish Council  
held at Endecott House on Monday, 12<sup>th</sup> October 2009 commencing at 7.30pm.**

**Present:** Cllrs Bleakman (Chairman); Coombe; Davies; Geering; Mrs Haxton; Mrs Hill; Jeffreys; Mrs Milton; Parrott; Perryman; Sampson (after Min 194) and Ms Thorn.

**Apologies for absence** – There were no apologies for absence

**In Attendance,** the Clerk, Mrs Stone

**189 DECLARATION OF INTERESTS**

- a) Cllr Coombe declared an interest in Mins 200a; 200d.
- b) Cllr Geering declared an interest in Min 200g
- c) Cllr Parrott declared an interest in Min 200d.

**190 CONFIRMATION OF THE MINUTES**

- a) The Minutes of the Regular Meeting held on 14<sup>th</sup> September 2009 were confirmed as a true record and signed,
- b) The Minutes of the Extraordinary Meeting held on 28<sup>th</sup> September 2009 were confirmed as a true record and signed.

**MATTERS ARISING FROM THE MINUTES**

**191 Parking Restrictions – New Street** (Min 165 refers)

- a) A Letter received from Area North, Highways, concerning a request to amend a parking restriction in New Street stated that no consideration could be given to a parking bay being agreed across a private access.

**Resolved:** The Clerk to inform the resident accordingly.

- b) The Letter indicates intention to comply with request for adjustment to parking and loading bay markings and procedures required for any alteration to current parking scheme. **Noted:**

**192 Chagford Business Association** (Min 165 refers)

Attention was drawn to the need for a meeting with the Business Association to discuss various matters of interest to their Members.

**Resolved:** A working group comprising Cllrs Bleakman; Davies; Jeffreys and Mrs Hill be appointed to represent the Council at a meeting to be held on Monday, 26<sup>th</sup> October 2009 at 7.30pm. **Noted:**

**193 Chagford Car Park**

Concern was expressed at the non appearance of the new parking ticket machine currently being held at Tavistock and intended for installation in the Chagford car park.

**Resolved:** Cllr Sampson (Ward Councillor) to make enquiries at the Borough Council and report to the next meeting.

- 194** An invitation from the Forester for Council Members to visit Fernworthy to view felling operations (Min 164 refers) has not materialised.

**Resolved:** The Clerk to obtain dates for the visit and report to Council

**195 Bus Shelter**

The Clerk informed the meeting that the Highways Department had declined to inspect possible sites for a bus shelter without a written commitment by the Parish Council that it would meet maintenance costs if the project went ahead. She also confirmed that she had been advised that there was a very long waiting list for shelters which would be subjected to the constraints of future budgeting for that department.

**Resolved:** The Clerk to write to the Highways Department indicating willingness to commit to maintenance costs at a later date if the project materialises.

**196 Appointment of School Governor**

When questioned, the Chairman indicated he had not been able to speak to the Chairman of the Board of Governors concerning the requirements of the Governing Body. He indicated he would report to the next meeting. **Noted:**

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

There were no items for urgent discussion.

**GROUP/REPRESENTATIVES REPORTS**

**DEVELOPMENT CONTROL AND PLANNING REPORTS**

**198 Development Control Planning Applications**

**a) 0397/09 Higher Weddicott, Chagford – Amended Plan**

Proposed building for winter housing of beef cattle and the storage of feed (13.7mx11.8m) **Noted:**

**b) 0451/09 Yellands Cross, Chagford – Retrospective amended plan**

Proposed wooden field shelter at field to south east of Yellands Cross.

**Resolved:** The Council supports this application which it believes satisfies the requirements of DNPA Policies COR 3 &4 and retained Policy FD2. The Council notes that the applicant intends to paint the roof of the shelter black and to grow the hedge to the north of the shelter to obscure the view of the side of the shelter from Yellands Cross.

**199 Withdrawn Application – Upalong, Chagford. – Noted:**

**200 Grants of Conditional Planning Permission – Noted:**

**a) 0347/09 Cuckoofield, Adley Lane, Chagford**

Proposed erection of a single storey extension and garden room, both to replace existing.

**b) 0366/09 4 Mill Street. Chagford**

Proposed change of use of part ground floor from D1 status to residential

**c) 0372/09 Leigh Bridge Farm, Chagford**

Proposed building for winter housing of beef cattle and the storage of feed (13.7m x 11.8m)

**d) 0403/09 Chagford C of E Primary School**

Proposed photo voltaic panels to the pitched roof of the south-east facing roof slope to the north-west wing of the “Quadrangle” and to the flat roof of the single-storey extension to the south-west

**e) 0373/09 18, Meldon Road, Chagford**

Proposed demolition of existing porch and rebuild in larger footprint

**f) 0397/09 Higher Weddicott Farm, Chagford**

Proposed replacement general purpose barn (14.8m x 6.2m)

**g) 0387/09 Great Weeke Farm, Chagford. Devon**

Proposed cattle building and covered yard.

**h) 0411/09 Whiddon Park House, Chagford**

Proposed repair to cob boundary wall including slate capping and shelter coat.

**i) 0175/09 Teigncombe Cleve, Chagford**

Proposed replacement of single storey extension with two storey extension and conservatory. Erection of porch. Conversion of existing garage to new annexe and erection of new garage.

**201 DNPA – Replacement of ranger vehicles (Min 173 refers)**

Reply received from Chief Executive re replacement vehicles for rangers to the effect that the new vehicles are a necessary replacement and will in fact be cost saving if they are not resprayed in two tone green. **Noted:**

**202 DNPA Management Plan** – Cllr Bleakman (Min 145 refers)

**Resolved:** Defer to Extraordinary Meeting on 26<sup>th</sup> October 2009

**203 WDBC Sustainable Community Strategy 2007-2010** (Mins 100;146 refer)

**Resolved:** Defer to Extraordinary Meeting on 26<sup>th</sup> October 2009.

**204 Eastern Parishes Link Committee Meeting**

a) Notice received of a meeting of the Eastern Parishes Link Committee to be held at

Throwleigh Village Hall on 19<sup>th</sup> November 2009 at 7.30pm. **Noted:**

b) Cllr Mrs Hill (Chairman East Link Committee) drew attention to a request from the East Link Committee for information concerning any road accidents that had occurred at Whiddon Down junction. The information is required for the November meeting.

**Resolved:** Cllr Coombe to acquire information from the fire and rescue service and the information to be copied to Mrs Hill.

c) **Car Park Bad Weather treatment.**

The Link Committee has requested questions for the next agenda

**Resolved:** i) The Clerk to write concerning bad weather treatment for car parks in Chagford and North Tawton with particular reference to the Health Centre situated in the Chagford car park. ii) A copy of the letter to be forwarded to Cllr Sampson.

**205 DAPC AGM**

Cllr Mrs Hill reported a good meeting of the DAPC- AGM held on 26<sup>th</sup> September 2009 and stated the Association is soon to change its name to the Devon Association of **Local** Councils to embrace both Town and Parish Councils.

There was a presentation on the Empowerment of Local Communities during which the Clerk of Exmouth Council detailed the problems experienced when endeavouring to take responsibility for planning signage hampered by the reluctance of the East Devon Council to give sufficient support.

A presentation by Stokenham Council (population 2,000) highlighted an agreement with South Hams Authority for services such as toilet and street cleaning and lengthsmens' duties for a period of 6 months. This received good Parish support.

A Workshop attended by Cllr Sampson (Community Engagement) was interesting and focused on improving Assembly attendance and working in the Community. Notes on this subject are to be forwarded in due course.

Cllr Mrs Hill joined a workshop for smaller Councils (less than 2,000 population) dealing mainly with Trustee and Charity law.

There is to be an Empowering Communities in Devon Conference on 25<sup>th</sup> November 2009 at the Kenn Centre, Nr Exeter from 10am to 2pm.

**Resolved:** Those wishing to attend to notify the Clerk

**206 FINANCE REPORT**

a) A summary of the deliberations of the Finance Group was circulated to all Members. The income for 2009/2010 is £27,000. Of this, expenditure to date is £12,270 plus an additional £3,000 transferred to the bonus saver account to increase capital for future purchases such as land for a burial site.

Mrs Hill stressed the need to be prudent with future demands and to bear in mind possible costs for a bus shelter; open fields and election expenses.

A wish list for the next 5 – 10 years includes an additional car park; new graveyard; replacement play equipment; an information point and possible acquisition of the market house. **Noted:**

The Council thanked Mrs Hill for her report and hospitality.

b) **Requests for funding**

i) West Devon Citizens Advice Bureau

ii) Teignbridge Citizens Advice Bureau

**Resolved:** Refer to Finance group.

**c) NALC National Final Salary Awards for Local Council Clerks**

The final salary award for clerks is backdated to 1<sup>st</sup> April 2009.

The Clerk's salary is adjusted as per the following calculations:-

LCP1 24SCP £20,858 ÷ 52 ÷ 37 x 15 x 52 = £8,455.20 ÷ 12 = £704.60 per month.

Salary paid to date = £3,487.25. Should be £3,523.00. short fall = £35.75.

**Annual Leave** is increased to 21 days plus 4 additional days after 5 years service.

**Resolved:** To approve the increase.

**ENVIRONMENT REPORT**

**207 Jubilee Field Inspection Report**

- a) Cllr Ms Thorn reported the need for attention to the spring horse which has loosened from its base; wear and tear on some grassy areas; overgrown hedges need trimming; top of picnic seat needs sanding; there are nettles and weeds that need trimming; the can bin is full to overflowing.

**Resolved:** i) The Clerk to write to Mr. Pell concerning hedge trimming; ii) a working party to review other matters.

- b) A working party to convene on Saturday, 31<sup>st</sup> October at 10am. **Noted:**

**208 Public Convenience Inspection Report**

Cllr Ms Thorn referred to recent refurbishments recently agreed with the Borough Council but stated that the wall- gate in the Gents' loo is still not working properly.

**Resolved:** The Clerk to follow up on previous requests for this item to made operational or the loo to be closed.

**209 Refurbishment of Market House toilets**

Cllr Davies drew attention to the fact that the loo seats were still unsatisfactory and some tiles had been cracked during the renovations. It is hoped the scheme will be finished in a week or so. The lighting has been improved considerably. **Noted:**

**210 Removal of overhead power cables High Street**

The Clerk has requested a visit from Western Power to meet other representatives from Highways; Business Association and the Churchwardens etc to discuss arrangements for the removal of electricity poles and overhead cables in the High Street. It is understood this will now take place in the New Year. The 2 lights on the Orchard Path have been moved but arrangements are still to be made to alter the position of the remaining light.

**Resolved:** The Clerk to request a meeting with the engineer from Western Power and information from the Lighting Engineer DCC re progress for the remaining light.

**GENERAL PURPOSES AND POLICY REPORTS**

**211 Dogs Fouling of Land Act 1966 (Min 78 refers)**

Cllr Davies circulated copies of the Dogs Exclusion (Chagford Parish Council) Order 2009 together with the appropriate Schedule. The Order, when in force, will be held at the Council Office with the Clerk and the Council website and will be available for inspection by the public.

The Notice will go to Press on the 19<sup>th</sup> November 2009.

Cllr Jeffreys proposed that the draft Notice be amended to delete the sentence regarding a person having a reasonable excuse. This was seconded and approved by the Council. Cllr Davies agreed to forward a copy of the amended order to the Legal Department at WDBC for comment

**Resolved:** The Chairman be authorised to sign the Order at the Extraordinary Meeting on receipt of and incorporation of comments from WDBC

**212 Chagford Recreational Trust**

A communication from the Chairman of the Recreational Trust stated that a reply to a Council letter would be forwarded following the next meeting of the Trust in 2 weeks

time. In the meantime, he also stated that an area of land adjoining the footpath on Padley Common had been dug up; drained and re-seeded to improve drainage.

**Resolved:** To await the Recreational Trust report and place it on the next Agenda.

**213 Parish Emergency Planning Workshops**

The emergency planning workshop held on 15<sup>th</sup> September 2009 was considered to be very beneficial and highlighted many points requiring further consideration, not least local properties liable to flooding.

**Resolved:** To form a working group comprising Cllrs Bleakman, Coombe, Geering, Mrs Hill & Sampson to re-examine current emergency plans.

**Arising:** It was suggested and agreed that a First Aid Course be organised for members of the Emergency Help Group and other organisations such as the Conservation Group.

**Resolved:** The working group to make the necessary arrangements.

**Clerk/Chairman's Report**

**214 Service of Remembrance**

The Service of Remembrance will be held on November 8<sup>th</sup> 2009.

**Resolved:** i) Members attending to congregate at the Cross Tree at 10.15am; ii) Those unable to attend to advise the Clerk who will forward numbers for seating arrangements to the Church.

**215** An informal meeting held on 28<sup>th</sup> September 2009 discussed the need for affordable housing. A working group was suggested to progress discussion with the Authorities to identify what could be achieved for Chagford.

**Resolved:** i) The working group to comprise Cllrs Bleakman; Davies; Mrs Haxton; Mrs Hill and Jeffreys; ii) Cllr Sampson to be advised of arrangements made.

**216 Victorian Seat – Market House**

a) The Clerk requested approval for an order placed for materials to refurbish the defaced seat adjoining the market house.

**Resolved:** The order to be ratified.

b) Mrs G. Mortimore wrote requesting agreement to the replacement of the plaque on her seat adjacent to the Market House.

**Resolved:** The Clerk to write to Mrs Mortimore accepting her kind offer.

**CORRESPONDENCE RECEIVED**

**217 WDBC Flood Prevention**

Letter received confirming delivery of sand for sandbags, week commencing 20<sup>th</sup> October 2009. **Noted:**

**218 WDBC – Gambling Act 2005 – Renewal of Statement of Principles for 2010-2013.**

**Resolved:** Cllr Sampson to appraise the information received and report to the next meeting.

**219 DCC – Highways Department**

Notice received of a highways maintenance surgery to be held at the Ockment Centre On Wednesday, 21<sup>st</sup> October from 10am to 12 noon.

**Resolved:** i) Cllrs Bleakman and Mrs Haxton to represent the Council; ii) Members to inform Mrs Haxton of potholes requiring attention; iii) Highways to be advised of road signs obstructed by overgrown hedgerows.

**220 ACCOUNTS FOR PAYMENT**

£

The following accounts were approved for payment

a)	Direct Debit – Tiscali Billing – Broadband services	28.65
b)	3323 Mrs P. Stone – September salary	704.60
c)	3324 Mrs P. Stone – Annual salary increase to date	35.75
d)	3325 Mrs P. Stone September post; electric; computer	34.80
e)	3326 Mr J. Messling – maintenance repairs – Jubilee Park	247.00
f)	3327 Royal British Legion – poppy wreath	25.00

<b>g)</b>	3328	Staples – folders; year planner; organiser refill (reimburse Mrs Stone)	25.18
<b>h)</b>	3329	Mr Ben Pell – Jubilee Park Maintenance – 07/09; 21/09; 01/10.	390.00
<b>i)</b>	3330	WDBC – emptying 5 dog bins weekly; 2 dog bins twice weekly from 1 <sup>st</sup> April 2009 to 30 <sup>th</sup> September 2009	279.86
<b>j)</b>	3331	WDBC – empty 1 litter bin twice weekly from 1 <sup>st</sup> April 2009 to 30 <sup>th</sup> September 2009	47.24
<b>k)</b>	3332	Cllr Sampson – Travel allowance – DAPC, AGM	16.00

**221 PUBLICATIONS/INFORMATION RECEIVED**

The following publications were made available to Members

- a)** DNPA – Agendas 2<sup>nd</sup> October 2009.
- b)** Senior Council for Devon – Newsletter September 2009.
- c)** West Devon CVS – Autumn Newsletter
- d)** Local Council Review – Autumn 2009

**The Meeting Closed at 9.35pm**  
Confirmation of the Minutes

Dated.....

Signed.....