

**Minutes of the Regular Meeting of the Chagford Parish Council  
held at Endecott House on Monday, 12<sup>th</sup> November 2007 commencing at 7.30pm.**

**Present:** Cllrs Bleakman (Chairman); Coombe; Davies; Mrs Hill; Jeffreys; Mrs Milton; Parrott; Perryman; Sampson; Ms Thorn.

**In Attendance:** the Clerk Mrs Stone

**Apologies for absence** were received from Cllrs Geering and Mrs Haxton.

**223 DECLARATION OF INTEREST**

Cllr Perryman declared an interest in Mins 235a and b.

**224 CONFIRMATION OF THE MINUTES**

The Minutes of the Regular Meeting held on 8<sup>th</sup> October 2007 were confirmed as a true record and signed subject to adding the letter 'e' to Cllr Mc Innes' name in Min 202 and Cllr Davies' name in Min 204.

**MATTERS ARISING FROM THE MINUTES**

**225 Pavement Obstruction** (Mins 47;83;117;154 refer)

A meeting with the Business Association due to be held on 1<sup>st</sup> November 2007 was unavoidably postponed due to the ill health of the Chairman. **Noted:**

**226 Padley Common Action Day**

Attendance of some 20 persons was reported at the Padley Common action day held on 13<sup>th</sup> October 2007. In spite of the weather, much was achieved and participants are to be congratulated on their enthusiasm. Nick Baker has agreed to support another event some time in the Spring, with an emphasis on bracken bashing. **Noted:**

**227 Diamond Wedding Anniversary – H.M. Queen Elizabeth II**

A congratulatory letter has been sent to Sir Robin Janvrin, Private Secretary to the Queen on the diamond wedding anniversary of Her Majesty Queen Elizabeth II and Prince Philip, Duke of Edinburgh. **Noted:**

**228 Gas Main Installation** (Mins 176; 200 refer)

An Open Meeting held at Endecott House on 8<sup>th</sup> November 2007 to consider aspects of the new gas main installation was well attended. The Wales and West's Utilities Manager attending received several constructive suggestions from those present. These are to be referred to the team planning the installation. It is possible there will be some changes to the original information circulated. There will now be a follow-up newsletter, circulated by post, to all householders. **Noted:**

**229 Public Enquiry – Cattle Grids** (Min 203 refers)

- a) In accordance with the Council's instructions, the Clerk enquired from the County Solicitor whether a third option for debate could be considered. She was informed that this was not possible as it would serve no useful purpose. **Noted:**
- b) A letter of objection has been received from Mr. D. Arlett who was advised by the Clerk to forward his views directly to the County Solicitor. **Noted:**
- c) Two approaches were made to the Council questioning the selection of the Members chosen to represent the Council's stance in this matter. The Council's confidence in the Members selected i.e. Cllr Mrs Hill and Cllr Perryman, was confirmed, and in the absence of any substantial evidence to the contrary, they were requested to act in accordance with the following resolution.

**Resolved:** *This Council confirms its support for the present scheme of cattle grids on the basis of animal welfare; traffic safety and the effectiveness of Phase I of the scheme; and that its views should be represented accordingly, recognising that the*

*precise locations might be adjusted.* The resolution was passed by 8 votes with 2 abstentions.

**Arising:** The Enquiry will be held at the Recreational Trust Pavilion on the War Memorial Playing Field on December 9<sup>th</sup>; 10<sup>th</sup> and 11<sup>th</sup>.

**230 Community Council of Devon – Local Housing Needs Report** (Min 208 refers)

The Local Housing Needs Report had not been circulated to all Members as requested.

**Resolved:** The item to be placed on the December Agenda.

**231 DEFRA – Ways to tackle climate change** (Min 219 refers)

Cllr Bleakman informed the meeting that he was still awaiting information requested from DEFRA on this matter and was, therefore, unable to report.

**Resolved;** Defer to next meeting.

**232 West Devon Parking Strategy Group –** (Min 213 refers)

E- Mail received concerning possible installation of second pay and display machine in car park. It was also suggested that a facility might be made available for parking to be paid for by mobile phone. In the ensuing discussion it was pointed out that some of the mobile phone networks were not effective in this area and a second ticket machine was the safest option. It was also suggested that payment for parking facilities might be paid for at the Outreach events.

**Resolved:** The Clerk to convey these suggestions to the Car Parking Strategy Group.

**233 Open Fields**

Cllr Mrs Hill carried out an inspection of the open fields upon closure and indicated that there had been no significant change. It was suggested that a separate report for each field would be helpful to Members, and she agreed to circulate this as soon as possible. Cllr Sampson has arranged to meet Ms Valerie Silverthorn, who advised at the Charity Commission hearing previously on the complexities of Charity Law in this respect and he would report the outcome at the next meeting. Ms Silverthorn is now semi-retired and it is understood that this will not be a formal consultation requiring Council expenditure but merely an opportunity to take advantage of her considerable expertise in such matters.

Cllr Perryman reminded the Council that Natural England had recommended extending the Parish footpaths to incorporate a new footpath link from the Commons to Chagford bridge.

**Resolved:** i) Cllr Sampson to report at the December meeting; ii) the possibility of a new footpath link be investigated.

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

**234**

- a) The Chairman reminded members that it was necessary for any matter to be discussed by the Council to be properly advised to the Clerk for inclusion on the Agenda. Matters brought to her attention after the Agenda was issued, could not be resolved legally.
- b) Cllr Perryman reported that an elderly local resident had been unable to leave her home safely because of serious disruption caused by a neighbour who has seen fit to use a digger to excavate the footpath leading to her home. The Clerk advised the members that she has reported this to the DNPA who are dealing with the matter. **Noted:**
- c) It was reported that an industrial unit at Easton Cross was also being used for accommodation purposes.

**Resolved:** The Clerk to report the matter to the DNPA.

**COMMITTEE/REPRESENTATIVES REPORTS**

**235 Planning Inspection Committee**

Cllr Bleakman reported the recommendations of the planning inspection group meeting held on 1<sup>st</sup> November 2007 and attended by Cllrs Bleakman; Davies; Mrs Haxton; Jeffreys.

- a) **0680/07 Treverry, Chagford – Amended Plan for Information Noted:**
  - b) **0820/07 Treverry, Easton Cross, Chagford**  
Proposed conversion of barn to create separate dwelling.  
**Resolved:** The Council is supportive of this application, which subject to a condition that the proposed new hedge or other front boundary should be limited in height and projection in a north-westerly direction so as not to interfere with the view of a driver exiting onto the A382 in the Moretonhampstead direction, is consistent with DNPA Policies GP2; HS4; BL8 & BL9
  - c) **0830/07 Yonder Cottage, Easton Cross, Chagford – Certificate of Lawfulness**  
Proposed certificate of lawfulness in respect of ancillary annex rented out as separate dwelling.  
**Resolved:** The Council objects to the issue of a Certificate of Lawfulness for Yonder Cottage to be rented out as a separate dwelling. The Council is supportive of the provision of a low cost unit of accommodation for rent in the Chagford area but is very concerned that there is inadequate off-road car parking provided to satisfy DNPA Policy TF5. On-road parking in this area is limited given the proximity of the Easton Court Hotel and the road outside Yonder Thatch/Cottage is very narrow. Given the location it is extremely unlikely that the person(s) renting Yonder Cottage would not have a car.
  - d) **0097/07 Higher Justments, Chagford – Amended Details for Information Noted:**  
The Planning Inspection Group meeting for the following was held on 1<sup>st</sup> November 2007 and attended by Cllrs Bleakman( Chairman); Geering; Mrs Haxton; Jeffreys and Parrott. Cllr Geering declared an interest in Application 0862/07 and did not participate in the inspection.
  - e) **0860/07 4 & 5, Rivervale Close, Chagford**  
Proposed addition of new porch roof and removal of existing balustrade.  
**Resolved:** No objection
  - f) **0862/07 Broadalls Farm, Chagford**  
Proposed demolition of two existing buildings and erection of livestock building (252sqm)  
**Resolved:** The Council supports this application. It is their opinion that there is a need for the building and the proposed structure is visually less obtrusive in comparison with the existing structures.
  - g) **0866/07 Chagford Primary School**  
Proposed replacement of outbuilding with store and bike shelter.  
**Resolved:** The Council is supportive of this application. It is of the opinion that the proposed structure is less obtrusive than the existing structure and it will lead to improved security of bicycles used by the children to get to school.
- 236 Grants of Listed Building Consent**
- a) **0523/07 10, Lower Street, Chagford**  
Proposed retention of ground floor window in south west elevation and rendered masonry on internal stair. **Noted:**
  - b) **0566/07 10, Lower Street, Chagford**  
Proposed replacement of front entrance door. **Noted:**
  - c) **0771/07 Collihole Farm, Chagford**  
Proposed enlargement of existing toilet extension **Noted:**
- 237 Grant of Conditional Planning Permission**
- a) **0680/07 Treverry, Easton Cross, Chagford**

- Proposed first floor bedroom extension. **Noted:**
- b) **0700/07 2 Rushford Mill Cottages, Chagford**  
Conservatory. **Noted:**
- c) **0770/07 Collihole Farm, Chagford**  
Proposed enlargement of existing toilet extension. **Noted;**
- 238 Appeal Decision – The Planning Inspectorate**  
**0274/07 18, Mill Street, Chagford**  
Proposed partial removal of a boundary wall and gate and the erection of a new fence to create an off-street parking space in the rear garden. **Noted:**
- 239 DNP Development Control Meeting – 2<sup>nd</sup> November 2007.** – Cllr Bleakman  
**0682/07 Sandy Park Inn, Chagford**  
The Council was advised that the above listed application concerned a property in the Drewsteignton area that had previously given rise to serious concerns about traffic problems adjacent to the site. The Drewsteignton and Chagford Councils had previously attempted to deal with the matter jointly. When the application to extend the premises arose, the concerns of the Chagford Council were raised once more with Drewsteignton who invited us to put our point of view before the Dartmoor National Park Authority. Cllr Bleakman attended and spoke at the DNPA meeting and as a result of considerable opposition to the proposed scheme, it was rejected. A formal notice to that effect has since been received from the DNPA. **Noted:**
- 240 DNP Tree Works**
- a) **50-52 the Square, Chagford.**  
Proposed fell 4 semi mature cypress; 1 dead tree; remove lowest branches from 1 mature pine and 2 semi mature horse chestnut. **Noted:**
- b) **St. Michael's Church**  
Letter received from Mr. Beasley (DNP) stating trees will not be placed under a preservation order. **Noted:**
- 241 Financial Matters**
- a) A report of the Finance Committee meeting held on 22<sup>nd</sup> October 2007 was given by Cllr Perryman. The meeting was attended by Cllrs Mrs Hill; Jeffreys; Perryman (Chairman) and Ms Thorn. A detailed statement was circulated to all Members.
- i) Grants were recommended for the following items:-  
Swimming Pool £1,000 of which £500 has been paid in advance to aid cash flow.  
Arts Festival £500; Conservation Group £180; Business Association £250; CAB's £150; PCC £750; Case £25; Cattle Grids £500. Troughs £55;  
It was reported that the wooden door on the fountain was in need of repair and the Clerk was authorised to have the work done providing the cost did not exceed £100.
- ii) Proceeds of £2,000 from the disposal of land and a Right of Way at Southcombe Street, to be transferred to the Capital Account.  
**Resolved:** i) the Council to endorse the report; ii) Cllrs Bleakman and Parrott to arrange a meeting with the Swimming Pool Committee to discuss requirements.
- iii) The Village Design Group indicated a need for funding in connection with public consultations which are to be held on 23<sup>rd</sup> of November at the Jubilee Hall and 24<sup>th</sup> November at Endecott House. In all, it is anticipated that £200 will be necessary to cover postage; printing and the hire of the hall.  
**Resolved:** The expenditure be approved for payment when required.
- b) WDBC request for Parish Precept requirement received – referred to meeting on November 26<sup>th</sup> 2007.
- c) A VAT repayment in the sum of £201.92 was **Noted:**
- d) Okehampton Ring & Ride and West Devon CAB request funding

- Resolved:** Refer to Finance Committee
- e) To approve payment of expenses for Mr. Palmer's attendance at the SW Tree Warden Forum (£32.34)  
**Resolved:** To approve payment
- f) Audit Commission report satisfactory Audit for 2006/07. Advertised on Notice Board.  
**Noted:**
- g) Notice received of an increase in Clerk's salary backdated to 1<sup>st</sup> April 2007 based on National Association formula:-  
LCP1 SCP23  $\text{£}19,463 \div 52 \div 37 \times 15 \times 52 = \text{£}7,890.41 = \text{£}657.53$  per calendar month. **Noted:**

#### 242 **Environment Committee – 14<sup>th</sup> November 2007**

- a) Cllr Mrs Hill, in her report, referred to the need for attention to the oak tree at Cross Tree, which is overhanging the roof of an adjoining property. Advice has been sought from the DNPA who state that the tree can be trimmed but it will then have an abnormal shape. It was also stated that there is no urgency for this work to be done.  
**Resolved:** To leave for the time being.
- b) The Thorn tree in Lower Street has also been inspected and it was recommended that the tree should be pruned expertly and the crown lifted and the ash growing through it be removed. As the tree is in a conservation area, permission must be sought from the DNPA. The Clerk suggested a grant for expenses might be obtained from the DNPA.  
**Resolved:** The Clerk to obtain the necessary application forms from the DNPA and obtain 3 quotes for the work.  
**Arising:** Cllr Bleakman said the Trees & Landscape Officer had indicated that under no circumstances should slabs be laid within 1.5 metres of the tree and concrete should not be laid within 2 metres of the tree.
- c) The rowan tree in the Square needs to have epicormic growth removed.  
**Resolved:** Mrs Hill kindly volunteered to do this.
- d) The dog bin attached to the cycle rack impedes its proper use.  
**Resolved:** The Clerk to endeavour to have the bin attached to the tree guard instead.
- e) The Buddleia tree at Cross Tree needs pruning. **Noted:**
- f) The playing field hedge on Rectory Hill needs trimming  
**Resolved:** The Clerk to ask Mr. Sheridan to trim the hedge.
- g) Weeds and grass in the gutters need clearing or spraying.  
**Resolved:** The Clerk to refer the matter to WDBC.
- h) Many of the granite troughs are in a bad condition.
- i) **Resolved:** The Clerk to place a notice in the Bulletin inviting volunteers to undertake maintenance of those troughs needing care during the next 12 months.
- ii) The 2 troughs currently located at Lydstone, The Square, to be removed to the Lower Street Garden site. **Noted:**
- b) Cllr Davies indicated he was aware of someone who could carry out hard landscaping on the Lower Street garden site but he did not have a specification to offer.  
**Resolved:** The Chairman will circulate a specification to all members.

#### 243 **Public Convenience Inspection Report**

Cllr Davies drew attention to white material that has been deposited on the ceiling of the Gents' loos and the fact that the lighting is still not being controlled at night. In addition, locking the doors at night is still erratic. The Clerk informed the meeting that she has spoken to the WDBC services Department who say they received assurances that the locking procedure will be reinstated and the question of lighting will be discussed at the WDBC. The Cleaners will attend to the ceiling. It was also stated that the toilets were in need of a more thorough cleaning.

**Resolved:** The Clerk to take these matters up with the WDBC.

**244 Jubilee Park Inspection Report**

Cllr Davies' monthly report drew attention to outstanding items requiring further action. In addition concern was expressed at the substantial damage being caused to the grass bank in the skate park and the presence of dogs both in the field and the skate park. There is a considerable amount of weeding required and the all the seats need preservative. The willow shelter is in a very bad condition and is unsightly. Graffiti still needs to be removed from the skate park. The Chairman advised the meeting that specialist graffiti remover has been obtained by the Clerk and the matter will be attended to.

**Resolved:** i) The Clerk to arrange for netting to be placed over the bank to prevent continuous damage and treat the seats with preservative; ii) A letter be sent to the youth group re damage to the skate park and a need for more supervision; the Group be advised that the willow shelter must be reinstated or the Council will have it removed; The Youth Groups co-operation be sought in excluding dogs from the skate park and the playing field. iii) The need for a gardener be placed on the Agenda for the next meeting.

**245 Eastern Parishes Link Committee**

Minutes of the meeting held on 6<sup>th</sup> September received together with notice that the next meeting is to be held on 22<sup>nd</sup> November 2007 at Gidleigh Village Hall. **Noted:**

**246 Devon Heartlands Community Forum**

Cllr Bleakman indicated that the meeting held on 3<sup>rd</sup> November 2007 dealt mainly with the development of the Okehampton Castle Hospital site. **Noted:**

**247 Dartmoor Commons Owners Association**

Minutes of the meeting held on 23<sup>rd</sup> May 2007 received together with notice of AGM meeting to be held on 14<sup>th</sup> November 2007. Cllr Perryman drew attention to the fact that there were 51 Members of the Association covering 8,000 acres and it is now thought necessary to raise funds to fight specific causes from those members. In view of the fact That Padley Commons amounted to 14 acres, he questioned the wisdom of remaining a Member of the Association.

**Resolved:** Membership to be dropped at the end of the current term.

**248 Clerk/Chairman's Report**

a) The Remembrance Day Service was stated to be a moving service at which Cllr Perryman laid the poppy wreath and Cllr Sampson read a lesson. **Noted:**

**Arising:** The Clerk proposed that in future the poppy wreath should be purchased from Council funds as its presentation on the day was on behalf of the entire Community and not individual Members of the Council.

**Resolved:** The wreath to be purchased by the Clerk from Council funds, currently £25.

b) The 3 year programme for Council objectives needs to be reviewed and this would take some time. New Members were unaware of the original objectives.

**Resolved:** A copy of the objectives to be circulated for a meeting to be held at the end of December.

c) Transfer of Minute Books to County Records Office.

A list of Minute books held by Council representatives was circulated with a request for Authority to transfer them to the County Records Office in order that they may be properly preserved.

**Resolved:** The Minute Books to be collected together and transferred early in January 2008

**CORRESPONDENCE RECEIVED**

**249 WDBC – Standards Board DVD**

Advice received that a DVD of the latest Standards Board Training to be made available for showing to the Council.

**Resolved:** The DVD be obtained and shown at a training session to be arranged in the New Year.

**250 Royal Mail**

Response received from Customer Service Advisor, Royal Mail re complaint from Parish Council concerning reduction of services. It indicated that the cut backs in service were necessary for economic reasons. **Noted:**

**251 DNP – Dartmoor “What’s On” Supplement 2008**

Entries requested for the Dartmoor What’s On Supplement for 2008. Forwarded to Business Association and Arts Committee. **Noted:**

**252 South West Water**

Special report received detailing plans for the future supply of clean water. Comments invited. **Noted:**

**253 The Court House, Exeter.**

Invitation received from the Bench Chairman, Central Devon Bench for an informal meeting with the Chairman to discuss any questions that might be raised by the Community.

**Resolved:** The Clerk to make the necessary arrangements.

**254 ACCOUNTS FOR PAYMENT**

a)	Mr. J. Sheridan – Jubilee Field Maintenance – October	231.25
b)	Mrs P. Stone – October salary	657.53
c)	Mrs P. Stone – October post; electric; computer use	39.72
d)	Mrs P. Stone – Arrears of salary April – September	95.28
e)	WDBC – Waste collection from 3 bins x 2 weekly and 5 dog bins weekly	334.21
f)	WDBC – Cleaning Chagford toilets. 2007/08	1,230.84
g)	Dacoll – Maintenance contract for Samsung copier from 13.10.07 (1year)	65.80
h)	Mr. M. Palmer – fee and travel expenses for attendance at SW Tree Warden Forum	32.34
i)	Chagford Jubilee Hall – Booking fee for Beating the Bounds 2/9/07	92.00
j)	Neat Ideas – 3 copier cartridges & year planner	167.98
k)	Mr. J. Cox – Repairing multiplay; gates; fence rear of tennis court.	218.76
l)	Bowden Ironmongers – supply netting; drill bits;bolts;gate closers	29.94
m)	<b>Direct Debit</b> – Tiscali – telephone & broadband services	30.43
n)	Mrs P.Stone – SW Lubricants – graffiti remover obtained	11.14
o)	Neat Ideas – laser cartridge for planning committee use	58.74

**255 PUBLICATIONS/INFORMATION RECEIVED**

- a) West Devon e-connect – October 2007
- b) Devon in Touch – Monthly Round up – October
- c) DNPA
  - i) Agendas – 2<sup>nd</sup> November 2007.
  - ii) Forum Meeting to be held on 23<sup>rd</sup> November 2007.
- d) DAPC – Newsletter Nov/Dec 07.
- e) The Playing Field – Newsletter Autumn 2007.
- f) Local Council Review – November 2007

**The Meeting Closed at 11.05pm**  
Confirmation of the Minutes

Dated.....

Signed.....