

**Minutes of the Regular Meeting of the Chagford Parish Council held at
Endecott House on Monday 12th November 2018 commencing at 7.30 p.m.**

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

100. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs: Mrs. Haxton.

101. DECLARATIONS OF INTEREST

Cllr: Lloyd declared an interest in Minute 105(b)

Cllr: Parrott declared an interest in Minute 105(e)

Cllr: Mrs. Thorn declared an interest in Minute 105(d)

Cllr: Stanbury declared an interest in Minute 105(e)

102. CONFIRMATION OF THE MINUTES

a) The Minutes of the Regular Meeting held on Monday 8th October 2018 were confirmed and signed as a true record.

103. MATTERS ARISING

a) Chagford Public Toilets (Min: 74(c) refers)

The Hub Committee's decision to request that parishes contribute 75% of the cost of direct costs for public toilets was called in by the Overview and Scrutiny Committee. The O and S Committee resolved to uphold the previous decision made by the Hub Committee – Parish and Town Councils are requested to either assume responsibility for the public toilets in their area, including a transfer of the freehold or leasehold property, or to make a contribution towards the cost of running public toilets equivalent to 75% of all direct costs. It was also resolved that the 75% contribution be increased over the following three years to reach a point where full costs are covered by Town and Parish Councils. **Resolved:** to write to Sophie Hosking, Executive Director and Head of Paid Service, SHDC/WDBC informing Ms Hosking that Chagford Parish Council are minded to take on the Public Toilets but are also interested in taking on the whole Market House.

b) WW1 Centenary

It was agreed that the WW1 Centenary was a good evening and the Chairman thanked the Members, Families and Friends for their help in providing the food, clearing leaves etc. Cllr: Sampson thanked the Chairman for the organisation and leadership of the event. The WW1 Centenary Festival took around £600.00 and the Remembrance collection came to over £1150. The money collected in the evening came to £180.00 which will go to Help the Heroes. **Noted.**

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

The Chairman reported that she had received the invoice for the Cross Tree Path of £2,340.00 inclusive of VAT. To dig out and clear pathway and parking area and to load and supply Chagford Gold Gravel. **Resolved:** there were a

few ruts and dips that had appeared as the gravel has settled therefore the Clerk will ask Mr. Gusscott to come back and top up the gravel.

105. GROUP/REPRESENTATIVES REPORTS

Planning Control Matters

a) Ref: 0525/18 14 Meldon Road, Chagford

Proposed: Demolish existing derelict garage/barn and erection of replacement similar sized structure. **Resolved:** to support the application with proviso that it should only be used for the purposes stated and not be used as accommodation.

b) Ref: 0557/18 12 Manor Drive, Chagford

Proposed: Extend existing garage to create ancillary accommodation. **Resolved:** to support the application.

c) Ref: 0561/18 The Old Fire Station, Manor Road, Chagford

Proposed: Erection of Office. **Resolved:** to object to the application – the 20% reduction in size was not significant enough for the Council to support this application. Concerns raised on parking, loss of the landscape and sight line.

d) Ref: 0564/18 Studio Flat, 11 The Square, Chagford

Proposed: Removal of existing window at second floor level on the south west elevation and installation of like for like replacement. **Resolved:** to support the application assuring the window is like for like.

e) Ref: 0566/18 Heather Cottage, Chagford

Proposed: Detached garage for storage of car. **Resolved:** to support the application on condition the garage does not become residential.

f) Ref: 0589/18 Brooklands, Chagford

Proposed: Erection of timber framed, pitched roofed, garden shed. **Resolved:** to support the application.

Grant of Conditional Planning Permission

g) Ref: 0304/18 56 The Square, Chagford

Change of use of ground floor bank to offices and alteration to dormer of residential flat above. Subject to conditions. **Noted.**

h) Ref: 0446/18 70B The Square, Chagford

Change of use from a vets centre (D1) to a retail shop (A1). Subject to conditions. **Noted.**

106. FINANCIAL MATTERS

a) Approval to reimburse the Clerk for the printing of the WW1 Centenary Posters. **Resolved:** to approve payment.

b) Approval to pay Yewtopia for Grass Cutting of the Jubilee Field on 18/9/18. **Resolved:** to approve payment.

c) Approval to pay Yewtopia for Grass Cutting of the Jubilee Field on 9/10/18 and 23/10/18. **Resolved:** to approve payment.

- d) A request from Citizens Advice TNMWD for a grant. **Resolved:** to pass to the Finance Group for consideration.
- e) Approval to pay DALC for the attendance of Cllr: Mrs. Hill and the Clerk to the DALC AGM and Conference. **Resolved:** to approve payment.
- f) The Parish Council has received the VAT Return. **Noted.**
- g) To agree a donation for the R.B.L. Poppy Appeal. **Resolved:** to donate £30.00 to the R.B.L.
- h) Approval to pay Martin Smith Inspections, Safety Consultant for the Safety Inspection of the play equipment in the Jubilee Field. **Resolved:** to approve payment.
- i) Approval to re-issue Cllr: Mrs. Hill a cheque for the re-subscription of the Green Waste Bags for Southcombe Gardens which had been lost. **Resolved:** to re-issue a cheque.
- j) Approval to reimburse Cllr: Mrs. Hill for monies spent on food for the WW1 Centenary. **Resolved:** to approve payment.

107. ENVIRONMENT

- a) **Jubilee Field Inspection Report – Cllr: Mrs. Thorn**
Cllr: Mrs. Thorn reported that the Jubilee Field was in good order. **Noted.**
- b) **Public Convenience Inspection Report – Cllr: Mrs. Thorn**
Cllr: Mrs. Thorn reported that the Public Conveniences were in good order. **Noted.**
- c) **Play Equipment Safety Inspection and Risk Assessment**
The main issues the Inspection brought up were the main signage had been de-faced, the self-closing gates, - the springs need replacing, the fence posts in the skate park need attention and issues with the Multi Play and the small Multi Play. **Resolved:** Cllr: Coombe will go through the Inspection and make any recommendations.
- d) **Update on the Groundworks at the Jubilee Field**
Hi-Line has completed all the works that were not covered by the Conservation Area. The rest of the work is covered by a TPO and Hi-Line is in contact with DNPA so they can look to getting the rest of the works completed. **Noted.**

108. CLERKS/CHAIRMAN'S REPORT

- a) Concern has been raised regarding the removal of the railings in Lower Street. However the railings are not listed and children have been climbing on them which could cause injury so the railings were removed. **Noted.**
- b) The salt has been delivered to the Chagford War Memorial Playing Fields and is stored in the black wheelie bin next to the shed. **Noted.**
- c) The Chairman has spoken to the Director of Blue Cedar regarding the safety issues at the entrance to Hares Close and the gate/path through the development. He feels there is nothing he can do regarding the entrance and the safety issues and is not aware of the planning. **Resolved:** he will attend the Extraordinary Meeting in January to talk to the Council. The Council should also invite the DNPA Planning Officer to attend.

109. CORRESPONDENCE AND EMAILS

a) DNPA Management Plan

As part of the Management Plan review, DNPA has launched a survey to collect people's view about priorities and issues for Dartmoor National Park. www.surveymonkey.co.uk/r/8J9TRHM Local Communities should respond by Friday 30 November 2018. **Noted.**

b) Skate/Ride Park: Plans for the Aaron Reilly Memorial Fund

The Reilly family chose to devote the collection at Aaron's funeral to the Skate Park with a view to buying a bench or shelter in his memory. The proposal is for a pair of benches at right angles to each other in the back right corner of the Skate Park. The family will arrange for a memorial plaque.

The second idea is to employ a professional graffiti artist to pleasingly decorate the vertical skate ramp.

CELT is requesting the Council's approval for these two proposals.

Resolved: Members support the proposal of the benches however wish CELT to make sure there are no safety issues with the placement of the benches.

c) Peer Challenge

WDBC and SHDC have invited a Local Government Association peer challenge team into respective offices to help strengthen work and lean for the future. The Executive Director and Head of Paid Service have invited Town and Parish Councils to take part in this external 'health check' to give their views. A group session for West Devon Town and Parish Clerks and Councillors will meet members of the Peer Team on Tuesday 27th November at Kilworthy Park. **Resolved:** The Chairman will attend.

d) Proposed Cattle Grid

A letter has been received from two residents of Manor Drive requesting the continuing issue of the proposed cattle grid to the west of Meldon Hill. The grid is essential for the safety of the livestock and for Chagford residents, traffic and visitors. **Resolved:** the Chairman will contact Cllr: James McInnes and Highways again and discuss again at the Extraordinary Meeting on Monday 26th November 2018.

e) DNPA Draft Local Plan

Each Town/Parish Council will receive a hard copy of the draft Plan, along with supporting documents and printed feedback forms. The will need to be available to be viewed by members of the public from Monday 3rd December onwards. The draft Plan can be found on the website www.dartmoor.gov.uk/localplanreview

f) DNPA Development Management Committee

The next meeting will be on Friday 7th December 2018. **Noted.**

g) Headed Paper

A letter has been received suggesting a design for Chagford Parish Council's headed paper. The design is of the Market House in silhouette. **Resolved:** to reply thanking him for his suggestions.

h) Review of Premises Licence – 22 Mill Street

WDBC has received an application to review the premises at 22 Mill Street from the Home Office Immigration Enforcement. **Resolved:** Chagford

Parish Council do not wish to comment on this application but would like to be informed of the outcome.

110. ACCOUNTS FOR PAYMENT	£
a) Direct Debit – BT Telephone and Broadband Services (Oct)	57.48
b) 4345 Mrs. S. Curtis – Salary	547.21
c) 4346 HMRC – PAYE	136.80
d) 4347 Mrs. S. Curtis – Office Expenses	20.00
e) 4348 Mrs. S. Curtis – Reimburse for printing	30.60
f) 4349 Yewtopia – Grass Cutting	145.00
g) 4350 Yewtopia – Grass Cutting	290.00
h) 4351 Chagword – Grant	350.00
i) 4352 Okehampton District Community Transport Group – Grant	100.00
4353 DALC – Attendance to DALC AGM/Conference	50.00
j) 4354 RBL – Poppy Appeal	30.00
k) 4355 Mr. M. Smith – Safety Inspection of Play Equipment	115.00
l) 4356 Mrs. G. Hill – Reissue of cheque (4344) re-subscription of the Green Waste Bags for Southcombe Garden	40.00
m) 4357 Mrs. G. Hill – Reimburse for food for the WW1 Centenary	65.00

The Meeting Closed at 9.50 p.m.