

**Minutes of the Regular Meeting of the Chagford Parish Council
held at Endecott House on 12th December 2011 commencing at 7.30pm.**

Present: Cllrs Bleakman; D'Arch Smith; Mrs Haxton; Mrs Hill (Chairman); Lloyd Hill; Parrott; Sampson; Ms Stead; Williams.

Apologies for absence were received from Cllrs Coombe and Ms Thorn

In attendance the Clerk, Mrs Stone

274 DECLARATION OF INTEREST

Cllr Lloyd Hill declared an interest in Min 287b.

275 CONFIRMATION OF THE MINUTES

The Minutes of the Regular meeting held on 14th November 2011 were confirmed as a true record and signed

276 PCSO Lisa Smith was unavoidably detained and could not attend the meeting to discuss crime incidents.

277 WDBC Ward Councillor's Report

Cllr Sampson indicated that there will be a meeting early in January with South Hams District Council to discuss help for Communities. There is a £400,000 gap in the budget. The discussion ranges around the Business Improvement District (BID) which is a framework for co-ordinating efforts. It has been suggested that a levy be imposed in addition to the business rate to fund Community projects. At the present time, Chagford doesn't have the critical mass to be involved directly. The Borough currently has the highest proportion of part time employment in the Country with a very low unemployment rate.

Resolved: A meeting with the Business Association be arranged to discuss the way forward. Cllrs Mrs Hill; Mrs Haxton; Parrott and Sampson to represent the Council.

MATTERS ARISING FROM THE MINUTES

278 WDBC Public Conveniences Consultation

Concern was expressed at the absence of any concrete response to the Council's request to participate in a Partnership Agreement with the Borough Council in respect of future maintenance and improvement of the toilets in return for an increased contribution from the Parish Council. At present the Borough is considering the possibility of closing toilets where the local Councils have not met the increase of 30% in their funding. In spite of requests, no agreement has been considered by the Borough to ascertain what the Parish Council needs to achieve before further consideration is given to increasing the funding.

Resolved: i) The Clerk to invite Ms Helen Dobby and Ms Cathy Aubertin to a meeting in Chagford as soon as possible, to clarify the situation. ii) the Business Association to be represented by Cllrs Bleakman and Parrott.

279 Diamond Jubilee (Min 239 refers) Noted:

The Chairman confirmed that both the Celebration working group and the Commemorative groups had met to discuss preparations for the Jubilee.

The following recommendations were made:-

Celebration Group

Saturday evening – An event in Jubilee Hall reminiscent of the past 60 years.

Sunday – Possibly a Church Service followed by a Big Lunch in Jubilee Park from 12noon .Presentation of mugs to the Chagford Parish Children under 16 years old

Monday - 2 Hills Race and children’s sports event until 3.30pm. Early evening Music in the Square to be organized by Peter Shields.

Lighting a beacon on Meldon at approx.:10pm.

Tuesday –Cream Teas in Endecott House in afternoon.

Commemoration Group

To obtain a commemorative object to represent Chagford past, present or future.

Funding

To hold a car wash in March

To have a Grand Raffle. Plus other events

280 Charity Commission Registration for Annual Returns – (Min 264 refers)

Noted:

The Clerk reported that the Charity Commission registrations for the Open Fields and Sir George Hayter Hames Charities have been completed successfully. Both Charities are now recorded as having one Trustee, the Parish Council as a whole.

281 Friends of St. Michaels (Min 254 refers)

Cllr Sampson explained that the original Churchyard Trust succeeded the old Ecclesiastical Charity the working name for which is now the Friends of St. Michaels. The constitution was amended in 1996 in the first instance and the status of the existing Charities is somewhat confused and subject to a review.

Resolved: The Clerk is to request up to date copies of all documentation since 1996 and information concerning proposals for further amendments which might affect the Parish Council nominees to serve the Charity.

282 Grit Bins (Min 261 refers)

a) It has been reported that the provision of an additional 5 grit bins as discussed with Cllr Mc Innes, will not now be available until later next year. However, the Highways Neighbourhood Officer has forwarded a list of 137 salt bags that are being distributed in and around Chagford. **Noted:**

b) Cllr Sampson reported that following a meeting at the WDBC this morning, it was agreed that the grit for the car park should be supplied in bags and not a large dumpy bag.

The Chairman stressed the need for assurance from the WDBC that persons spreading the grit would be covered by the Borough’s insurance policy.

Resolved: i) The Clerk to inform the WDBC where the grit bags can be stored.

ii) The Clerk to seek clarification from WDBC re insurance cover for volunteers.

283 Snow Warden Training (Min 262a refers)

The Chairman reported that she had trained an additional 5 volunteers as snow volunteers from the staff of Helpful Holidays. **Noted:**

284 DNPA Community Quiz (Min 263 refers)

The DNPA Quiz event held at the Two Bridges Hotel on 25th November 2011 was a most pleasant evening enjoyed by all. **Noted:**

285 North Devon Health Care – Foundation Trust

Cllr Mrs Hill stated the aim of the North Devon Health Trust in becoming a Foundation Trust. The trust covers such areas as Holsworthy to Moretonhampstead; Seaton and Sidmouth; Tiverton, Bampton and Exeter. It is seeking more power and control with a budget of £209million. It is difficult to see how this will benefit areas such as Chagford but it is highly likely that the Foundation Trust will be formed. **Noted:**

286 URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

a) Car Park Charges

The West Devon Car Parking Strategy group has considered the Parish Council's request for a possible reduction in car park charges by requesting the first hour of parking should be free of charge. In reply various options were forwarded for consideration all of which considerably increased charges for up to all day parking. The Borough suggests that free one hour parking is practically unenforceable but we are invited to forward our comment by January 12th at the latest.

Resolved: To hold an emergency meeting with the Business Association to prepare a response and forward the recommendations to the WDBC by the due date.

b) Upper Long Planning Application

A letter from Mrs Gwyn Chard expresses her dismay at the impact of the rebuilding of Upper Long on her property. She acknowledges the Parish Council's original objection to the plan and has invited Mr Belli, DNPA Planning Officer to visit her home to view the effect it has had. **Noted:**

c) 6, New Street

Following the Council's expressed concern to the DNPA at the appearance of the exterior of 6 New Street, The Owner subsequently had the fascia re rendered. However, the DNPA has not recorded its findings following our objection and this matter is still outstanding.

Resolved: The Clerk to draw this matter to the attention of the DNPA.

GROUP/REPRESENTATIVES REPORTS

287 Development Control Matters – Cllr Bleakman

a) 0584/11 Field No 6447, Thorn Farm, Chagford

Proposed siting of temporary agricultural worker's dwelling.

The lack of substantiating information in respect of this application posed problems for the inspection Group. A resolution to object carried 3 votes with 5 against whereas a further resolution for acceptance was approved by 7 votes to 2. As a result of the DNPA's intention to seek an agricultural assessment it was

Resolved. No objection. Based on the evidence provided in the application the Council has no reason to object to this Application. The Council notes that the Authority has commissioned an independent agricultural assessment and would

welcome the opportunity to view this document to support the understanding of any decision made by the Authority's members on this Application.

Cllr Lloyd Hill declared an interest in the following item and left the room

b) 0/162 Proper Job

A letter from the DNPA Enforcement Planner indicates that if the Proper Job Agent has not supplied a planning application no later than 2nd December, immediate enforcement action will be taken. No such application has been submitted for consideration.

Resolved: The Clerk to write for information as to what and when action has been taken.

Cllr Lloyd Hill returned to the meeting.

c) 0590/11 Whiddon Farm, Chagford

Proposed construction of building to accommodate refrigeration unit and relocation of tool shed.

Resolved: No objection

d) 0586/10 Upper Long, The Square, Chagford – Amended Plan

Proposed erection of dwelling.

Resolved: No objection to the proposed changes shown on drawing 10/013/23 RevB.

e) 0605/11 Holystreet Manor, Chagford

0606/11 Holystreet Manor, Chagford – Listed Building Consent

Proposed internal and external alterations including construction of atrium, garden room, pool house and pool.

In view of the copious plans and details supplied in respect of these applications and a late invitation to inspect the building by the Nash Partnership who are managing the project, plus the insufficient time allowed for consultation it was –

Resolved: That the matter be referred to the next meeting with a request for a further extension of the time limit.

288 Grant of Conditional Planning Permission Noted:

0496/11 2 The Old Fire Station, Manor Road, Chagford

Proposed kitchen extension to existing dwelling

289 DNPA Forum 25th November 2011

Cllr Shears reported that the Forum meeting contained nothing of specific interest to the Chagford Parish. **Noted:**

290 Chagford Conservation Area Boundary (Min 249 refers)

Cllr Bleakman prepared a draft response to the proposals for the Conservation Area Boundary which were approved by the Council.

Resolved: The Clerk to forward the recommendations to the DNPA.

291 Eastern Links Meeting – 17th November 2011

Cllr Mrs Hill was pleased to report that a pilot scheme for Chagford Library volunteers is being planned. The Librarian is happy to co-operate with this and the matter will be deferred until after Christmas. There was some discussion on the problems being experienced by Throwleigh Village with regard to bus services and the West Devon Parish Voice is considering a levy of 10p per elector to raise money to be spent locally. **Noted:**

292 DALC Meeting – 28th November 2011.

Cllr Mrs Hill stated the DALC meeting dealt largely with the North Devon Foundation Trust proposals and the possibility of raising subscriptions by 4.5%.

Noted:

293 GENERAL PURPOSES & POLICY MATTERS

There were no items under this heading.

FINANCE

294 Finance Group Meeting – 8th December 2011

- a) Cllr Parrott supplied a print out of the accounts to date which were taken into account at the meeting held on 8th December. Various Grants were discussed one of which was a Grant of £500 to kick start the Diamond Jubilee requirements.

Resolved: To open a Diamond Jubilee account for the sum of £500 and then refer the precept requirement to the next meeting

- b) The Chairman drew attention to the late arrival of an invoice from HM Revenue & Customs for the quarterly national insurance contribution in the sum of £54.03

c) **Chagford PCC**

Request for Grant for Churchyard Maintenance.

Resolved: Refer to next meeting

d) **Chagford Swimming Pool**

Request for Grant for Lifeguard Services.

Resolved: Refer to next meeting

ENVIRONMENT

295 Jubilee Park Monthly Inspection Report

- a) Cllr Shears stated that all equipment was in good order **Noted:**

b) **Willow Shelter**

Letter from Mrs Lemieux replied to the Council re the removal of the willow shelter stating that it had failed to provide the cover anticipated and that she would review the situation and provide the council with an estimate for its removal.

Noted:

296 Public Convenience Monthly Inspection Report

Cllr Shears stated the toilets were clean and tidy. **Noted:**

297 CLERK/CHAIRMAN'S REPORT

There were no items to consider under this heading.

CORRESPONDENCE/emails RECEIVED

298 Memorial Garden

A letter received from Mrs J Anderson expresses her thanks for the gratuity received in respect of her work on the memorial garden. She has requested donations of plants from local gardeners that have plants to spare and expressed the intention to make a gesture towards the Jubilee when planning the bedding for 2012. **Noted:**

299 Proposed Road Closure – Sandy Park to Crossways Cross.

The Highways Department informs that the proposed road closure due to take place between 28th and 30th November has been postponed. They will now take place on Tuesday 10th and Wednesday 11th January 2012. **Noted:**

300 WDBC Memorial Garden Grant

An e-mail received from the WDBC draws attention to the outstanding monies due in respect of a Grant for the Memorial Garden in the sum of £272.

Resolved: The Clerk to write to the WDBC with details of monies spent on the water butts and watering system and request a contribution from the Grant towards this purpose.

301 Dartmoor Hill Farm Project – RDPE Small Grant Scheme

Notice received of the reopening of the Farming and Forestry Improvement Scheme which opens on the 16th November and closes 17th January 2012. Drop in Sessions have been arranged at the Old Duchy Hotel, Princetown from 9am to 4pm on 24th November; DNPA Headquarters from 10am to 3pm on 30th November and 6th December at Endecott House, Chagford from 10.30am to 3pm **Noted:**

302 West Devon Homes.

West Devon Homes announce their new partnership with Devon & Cornwall Housing. **Noted:**

303 ACCOUNTS FOR PAYMENT

£

The following accounts were approved for payment

a)	Direct Debit – BT Broadband services	32.01
b)	3569 Mrs P Stone – November Salary	719.55
c)	3570 Mrs P Stone – November post, electric, computer	28.88
d)	3571 Cllr Mrs Hill – Chairman’s Allowance	400.00
e)	3572 HM Customs & Revenue – National Insurance contribution	54.03

304 PUBLICATIONS/ INFORMATION RECEIVED

The following publications were made available to members

- a) West Devon Connect
- b) DNPA Agendas 2nd December 2011.
- c) Village Green – Winter 2011.
- d) DCC Highways – Travelling in Winter.
- e) Local Councils Review – Winter 2011.

The Meeting Closed at 9.35pm

Confirmation of the Minutes

Dated.....

Signed.....