

**Minutes of the Regular Meeting of the Chagford Parish Council
Held at Endecott House on Monday, January 13th 2013 commencing at 7.30pm**

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

In attendance 1 member of the public

300. DECLARATION OF INTEREST

- a) Cllr Bleakman declared an interest in minute 312a
- b) Cllr Parrott declared an interest in minute 312a
- c) Cllr Sampson declared an interest in minute 304

301 CONFIRMATION OF THE MINUTES.

- a) The Minutes of the Regular Meeting held on 9th December 2013 were confirmed as a true record and signed subject to **Minute 280:** being corrected to state that 'if there were fourteen members wishing to train the training would be free';
Minute 289: being corrected to delete 'website' and insert 'e-mail.'
- b) The Minutes of the Extraordinary Meeting held on the 30th December were confirmed and signed as a true record.

302 Sue Hitchcock (Housing Enabling Officer CCD) and Alex Rehaag (Housing Officer WDBC)

Sue reminded the Council that the Housing Survey revealed that there was a demand for 35 rented houses and four shared ownership houses. Affordable rent is considered to be eighty per cent of private rented accommodation which normally sits quite comfortably with the Housing Benefit, bearing in mind that persons eligible for Housing benefit only receive benefit for their need not their desire. Alex explained the 'Devon Home Choice' which is advertised each week on the website making houses available to the people on the housing list. Applicants are banded according to need. Band A is the highest need which means that someone is unintentionally Homeless or is at risk from victim abuse. Band B are normally homeless, Band C have a requirement for a larger house, Band D are usually unintentionally homeless and Band E are normally people in private rented accommodation who wish the security of a long term rent.

Alex suggested that as the development application comes forward in the Spring she will hold a series of roadshows in order that people who are looking for affordable rented accommodation, have the correct paper work completed and understand the bidding process.

The proposed Community Land Trust may be planning to own these Houses for rent and therefore may have some differing clauses included.

The CLT may also be encouraged to take an interest in Affordable Houses to buy, which may give people an opportunity to get onto the housing market ladder.

Houses could be offered for eighty per cent of the market price to local people to be kept in perpetuity as affordable housing.

Sue and Alex answered many questions and provided valuable information in order that the Councillors understood the subject more clearly. They were both thanked for their presentation and time and Sue was wished good luck for the future as she leaves CCD at the end of the month. Sue Southwell Sue Hitchcock's colleague at CCD sat in on the meeting. **Noted:**

MATTERS ARISING FROM THE MINUTES

303 Local Government Boundary Review (Min:291refers)

The Boundary Commission has agreed that WDBC continues to have thirty one Councillors but the ward boundaries have to be re- drawn. Cllr Sampson reported that WDBC are currently considering the boundaries with a view that each ward would be approximately 1500 electors in 2018. The Boundary Commission indicates that they are seeking wards which will be equally divided amongst the electorate.

Resolved: To write to the Boundary Commission indicating that from choice Chagford would like to remain as a Single Parish Ward. If the Commission is minded to join Chagford with other parishes it would be appropriate to join with Gidleigh and Throwleigh as the Throwleigh Boundary is at Chagford Bridge, and Gidleigh has a Chagford Postal Address. The three Parishes have always worked together for education, church and medical purposes.

Cllr Sampson declared an interest in the following item.

304 Meeting with the Local History Society. (Min: 290 refers)

Cllr: Sampson presented a report of the meeting between Councillors and the Local History Society with regards to the commemoration of the First World War. The Local History Society (LHS) are already collating a list of the men and women of the Parish who went to the war. Those who lost their life are listed on a memorial in the church. A member of the LHS is looking at life in Chagford during the war years, particularly the effect on the women and children. It was thought that through the four years 2014-2018 that the Film Festival and the Literary Festival may have a themed Festival linked with significant events during the war. There was thought that there maybe an exhibition and publications relating to life during those four years and the impact of significant battles. The Parish Council would like to pave the base of the War Memorial in the churchyard and hopefully add inscriptions relating to the people who went to the war. There are poppy seeds available to sow in significant areas.

The LHS has requested a grant towards the research expenses and also to fund some of the proposed work.

Resolved: a) To give a grant to the LHS, and to plan to consider grants in future years towards the commemoration of WW1. b) To investigate further paving the base of the memorial.

305 Fare Car Scheme. (Min: 285 refers)

Mr Ovendon from DCC. provided the cost of the fare car scheme from February 2013. To date the scheme has cost a total of £527.00 which averages about £50.00 per month.

Resolved: To keep the scheme running at present, and review the situation in six months time having highlighted the scheme again through advertising.

URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION.

306 Cattle Grids.

Cllr: John Shears declared an interest

The Parish Council has been asked by DCC to write a letter in response to the proposed Cattle Grids at Stiniel and Langaford Bridge which have been advertised by DCC.

Resolved: The Councillors unanimously agreed to support the installation of the two grids because the two minor roads lead onto the B3212, which means that animals can easily stray onto the main road which may cause harm or damage to themselves or others.

307 Moretonhampstead/Chagford Health Issues.

The Chagford Parish Council has been invited to send a representative to a Steering Group Meeting at Moretonhampstead to explore the idea of a Health Hub at Moretonhampstead Hospital which would provide a wider range of services. The meeting takes place on Tuesday 21st January at 09.30-11.30 at Moretonhampstead Community Club.

Resolved: to send a representative if possible but it is short notice. To ask if a representative from Chagford Morecare could be invited as Moretonhampstead Morecare and Acorns have representatives. To confirm that Chagford Health Centre is being included on the Steering Group.

GROUP/ REPRESENTATIVE REPORTS

308 Planning Control Matters

a) 0636/13 Rushford Mill Farm Amended Plan.

Proposed erection of a timber framed agricultural barn (5mx14m). reduction in the height of the ridge by 0.5metre:

Resolved: To Object

Grant of Conditional Planning Permission

b) 0518/13 Little Thorn Chagford, Proposed upgrading of former piggery for management of farm and storage of produce and materials (retrospective). Upon the building becoming redundant for such purposes it shall be removed and the land reinstated to its former condition. **Noted**

c) Chagford Conservation Area: proposed Tree Works -5 Stannary Place.

Notice from the Trees and Landscape Officer states that the tree is not subject to a Tree Preservation Order. **Noted**

d) 0549/13 Chadwyche Chagford:

Alterations and extension to existing dwelling and enlargement of forecourt. **Noted**

e) Proposed tree works Maple Lodge:

The tree is not protected by a Tree Preservation Order **Noted**

f) Proposed Tree Works: East Holme:

The tree is not protected by a Tree Preservation Order **Noted:**

g) Proposed Tree works: Huish.

The tree is not protected by a Tree Preservation Order **Noted.**

- h) **0614/13 The Old Telephone Exchange:** Change of use from Office (B1A) to residential (C3) confirmation by DNPA that the proposed development constitutes permitted development: Conditions (J19c)GPDO require the use to be begun before May 30th 2016. **Noted**

GENERAL PURPOSES AND POLICY MATTERS

- 309 **The Parish Emergency Plan.** Subsequent to Cllr Stead's attendance at the Emergency Planning Training and the recent extreme wet weather conditions, it is prudent that the Parish Emergency Plan is reviewed.

Resolved: to call a meeting of the General Purposes Group.

- 310 **Advertisement for the position of Clerk.**

Resolved; To advertise the post for one month on the noticeboards; the website, via DALC and an advertisement in the Okehampton Times. The Closing Date for applications to be Saturday February 22nd at Midday. Short listing to take place either 24th or 25th February with interviews the following week.

- 311 **Beating the Bounds Ceremony.** Following debate it was decided to form a working group consisting of Cllrs Coombe, Stead, Thorn, Williams, Chairman and Vice – Chairman in order to make the appropriate arrangements.

Resolved: The Ceremony to take place on Sunday August 31st.

312 FINANCIAL MATTERS

Cllrs Bleakman and Parrott declared an interest in the following

- a) **Report of Finance Group Meeting;** The meeting was held on Thursday December 12th 2013; The accounts were reviewed and the Accounts and Payment book checked. The Budget to date was compared with the projected budget for the end of the financial year. The budget is on track but there is little room for manoeuvre. It was noted that Section 137 can spend £7.20 per elector throughout the financial year commencing April 2014

The group proposed giving grants to the Swimming Pool; The Parochial Church Council; the Business Association; West Devon CAB and the Okehampton Transport Group. The Group also suggested giving Mrs Anderson a donation for all her hard work on Southcombe Garden.

Resolved: to support the recommendations of the Finance Working Group subject to inspecting the swimming pool accounts.

- b) **Chairman's Allowance.** Approval was sought to pay the Chairman's Allowance for 2013/2014.

Resolved: that the Allowance be paid.

- c) **Petty Cash:** The Chairman reported that she had received a cheque from Mrs Stone for £30.00 petty cash which had been paid into the account. **Noted.** The Chairman requested some petty cash in order to continue the Clerk's work in the interim period.

Resolved: The Chairman to be given £30.00 petty cash. Cheque to be issued.

- d) **Computer and Printer:** Cllr Parrott has purchased a computer and printer from Computer Solutions for use by the Council Clerk, the items are currently with the Chairman.

Resolved: to pay the account.

- e) **Internet Banking;** The Chairman reported that at long last the Parish Council can now manage the accounts on line, but are not able to pay money via internet.
Noted
- f) **Communication;** The Parish Council telephone has been diverted to the Chairman at a cost of £3.50 per month. **Noted**
The Chairman sought approval to redirect the mail from Mrs Stone to herself.
Resolved: that the mail shall be redirected.

ENVIRONMENT

313 Jubilee Inspection Report- Cllr Bleakman.

Cllr Bleakman reported that there are three trees which have come down in the storms. The wire fence is damaged at the top of the field. The fencing around the skate park is in need of repair and the graffiti on the skate park appears to be increasing. The train has been damaged and needs repair but the remainder of the equipment is OK. The entrance to the Park is in need of a good clean.

Resolved: To have an environment group meeting on site within the next month.

314 Public Convenience Report –Cllr Bleakman.

Cllr Bleakman reports that the toilets are clean and tidy and considering the weather the floor in the Gents has not been excessively wet.

315 Turn Lake The Council have worked hard during the two weeks over Christmas to try and prevent the leat overflowing. The amount of gravel and rubbish coming down the leat is phenomenal. Cllr Sampson had tended the fender and had found the hasp in the gravel blocking a pipe. Mr Evan Endacott had cleared the drains from the sluice to attempt to get the water to flow more freely below Quarries. The Chairman thanked everyone for the time and effort that they have given. A letter was received from Mr C. Miller stating that the Conservation Group had received two requests to clean out the leat because it was overflowing in the allotments, he was sorry but it is not the role of the Conservation Group.

Resolved: To reply to Mr Miller stating that the Council do not expect the Conservation Group to do this work. If there is an emergency situation the Council will make a request for help.

316 Lengthsman: Cllr Lloyd- Hill has made contact with Mr Pell with regard to the necessary work required around the Parish. Mr Hill will e-mail a list of work with grid references and supervise Mr Pell as necessary. **Noted**

317 Street Sweeping: The tenders are being sought for the street sweeping contract. The Closing date is 17/01/2014 there appears to be little interest at present. **Noted**

CLERK/CHAIRMAN'S REPORT

318 Annual Parish Assembly: The Annual Parish Assembly is due to be held on 01/05/2014. The Clerk asked for suggestions for the format of the meeting. It was thought it may be possible to have outside bodies such as highways or emergency planning attending to give information to the general public.

Resolved to think about what is necessary making a final decision at the March Meeting.

- 319 Clerk's retirement.** The Chairman expressed her thank you to everyone who made the lunch a success and reported that there had been letters of thanks and appreciation by past Councillors. **Noted**

CORRESPONDENCE AND E-MAILS

- 320 West Devon Village Hall Wi-Fi.** An e-mail was received from Southern Links, explaining that Parish Councils are able to procure wi-fi for village halls at a beneficial rate if bought as a Community benefit. **Noted**
- 321 WDBC Broadband Working Group.** The next meeting of the Broadband working group is being held at Kilworthy Park on 16.01/2014 at 10.30.**Noted**
- 322 DCC Consultation on Transport.** There is a Public Consultation on the DCC website re money saving on public transport. The proposal is to charge bus pass holders for travelling on special buses eg going to a rugby match or when using ring and ride and to have a Countywide price for over sixteen student passes to be fixed at £500.00. Also, to charge £10.00 for replacement bus passes when they have been lost. Closing date 28/01/2014 **Noted**
- 323 Moretonhampstead Health Issues.** Moretonhampstead Parish Council is calling a meeting of neighbouring parishes to address the ongoing issues with the use of Moretonhampstead Hospital. Chagford are invited to send two representatives **Resolved** : Cllr Mrs Hill and Thorn to attend the meeting on 28/01/2014 at the White Hart at 19.00hrs.
- 324 DCC Lengthsmen** The Lengthsmen will be working in Chagford Parish on the 26th and 27th February 2014. **Noted**
- 325 Western Power Distribution Business Plan 2015-2023.** An invitation was received to attend a workshop at the Exeter Racecourse on Monday 10/02/2014. **Noted**
- 326 DCC Social Commissioning.** Consultation with regard to the future of DCC Care Homes invitation for two representatives to attend on 31st January 2014 at Exeter Football Club St James Park 10.am **Noted**
- 327 Letter from Mel Stride.** Expressing his gratitude to Clerks and Parish Councils for the work that they do in the Local Community. **Noted**
- 328 Reduction in Mobile Library Services.** DCC are withdrawing a mobile library service from Murchington and Little Ensworth in this area. This is part of the reduction of 65 stops throughout Devon .The fortnightly service will now become monthly. **Noted**
- 329 Best Kept Village Competition:** Details have been received with regard to the Best Kept Village Competition.
Resolved: to pass the details to the Business Association.
- 330 Housing Surgeries.** Details have been received with regard to Housing Surgeries taking place at WDBC offices Kilworthy Park Tavistock. On March 10th and 11th at hourly intervals from 9.30-16.15. **Noted**

331 ACCOUNTS FOR PAYMENT.

The following accounts were approved for payment

	£
a) Direct Debit- BT Broadband Services	36.44
b) 003817 - Mrs P.Stone- December Salary	734.50
c) 003818 - Mrs P.Stone –computer electricity	20.00
d) 003819 - JD Security- repair to gate and fence Jubilee Field	177.26
e) 003820 - DALC - Good Councillor Guide	4.00
f) 003821 - Chagford Combined Charity - Room Hire	156.00
g) 003822 - Computer Solutions - purchase of computer and printer	500.00
h) 003823 - Mrs G. Hill – Chairman’s allowance	400.00
i) 003824 - Parochial Church Council grant towards churchyard maintenance	700.00
j) 003825 - West Devon CAB grant	75.00
k) 003826 - Okehampton Transport Group - grant	75.00
l) 003827 - Business Association - grant towards Christmas trees and lights	150.00
m) 003828 - Mrs G.Hill – petty cash	30.00

The meeting ended at 22.00hrs

Confirmation of the Minutes

Dated.....

signed