

**Minutes of the Regular Meeting of the Chagford Parish Council held at  
Endecott House on Monday 13<sup>th</sup> April 2015 commencing at 7.30 p.m.**

**Present:** Cllrs: Coombe, d'ArchSmith, Mrs. Haxton, Mrs. Hill (Chairman), Lloyd Hill, Sampson, Shears, Miss Stead and Parrott.

**Apologies:** Cllrs: Bleakman, Ms Thorn and Williams.

**In attendance** nine members of the public.

**495. DECLARATION OF INTEREST**

Cllr: Lloyd Hill declared an interest in Minute 506

Cllr: Parrott declared an interest in Minute 502

Cllr: Sampson declared an interest in Minutes 502 and 505

**496. CONFIRMATION OF MINUTES**

a) The Minutes of the Regular Meeting held on Monday 9<sup>th</sup> March 2015 were confirmed and signed as a true record.

b) The Minutes of the Extraordinary Meeting held on Monday 23<sup>rd</sup> March 2015 were confirmed and signed as a true record.

**MATTERS ARISING**

**497. WW1 (Min: 454 refers)**

The members discussed whether the date of installation "2015" should be added to the inscription on the granite being laid at the War Memorial.

**Resolved:** that 2015 should be added in roman numerals on the edge face of the inscription stone.

The Chairman reported that a quote had been received from Hutchings Construction for the installation of the granite. To supply necessary machinery, labour and materials, to move granite to site, build supplied granite around the outside of the existing war memorial, point and make tidy - £2100.00 + VAT. **Resolved:** the Clerk to write to Hutchings Construction accepting the quote and also requesting that Ben Jones, Hutchings Construction and Cllr: d'ArchSmith liaises regarding the design, cutting of the granite and inscription.

**498. CROSS TREE (Min: 475 refers)**

Councillors met on 29<sup>th</sup> March 2015 to assess the mud and gravel at Cross Tree following a complaint that it was slippery. Councillors cleared the mud and dispersed the gravel which seemed to rectify the problem. No more gravel is needed at present but the situation will be monitored. **Noted.**

The post stopping cars parking at Cross Tree was also reported as being damaged. This has since been repaired. **Noted.**

**499. COMMUNITY NOTICE BOARD (Min: 465 refers)**

The Clerk is still awaiting a recommendation from Mr. Mike Webber, who has agreed to look at the problem. **Noted.**

**500. PLANNING APPLICATION 0117/15**

The Chairman read copies of letters to Dartmoor National Park Authority from residents concerning the plans for 46-48 The Square, Chagford. **Noted.**

**GROUP/REPRESENTATIVES REPORTS**

**Planning Control Matters**

**501. 0117/15 Webber and Sons, 46-48 The Square, Chagford**

Sub-division of existing retail space to form two retail units, subdivision of existing flat and conversion of attic to form two flats, alterations to existing cottage, conversion of barns to two dwellings together with demolition of barn and modern single storey structure. **Resolved:** to support the application subject to a Traffic Management Order on the lane for Construction Traffic.

Cllr: Parrott and Sampson declared an interest and left the meeting.

**502. 0126/15 Haymakers, Chagford**

Construction of second storey extension. **Resolved:** to support the application.

Cllr: Parrott and Sampson returned to the meeting.

**503. 0128/15 Old Middlecott Farm, Chagford**

Restoration of former farmhouse and restoration and conversion of outbuilding to pottery, gallery and teaching facility. **Resolved:** to support the application subject to increasing the car parking.

**504. 0134/15 Collihole Cottage, Chagford**

Replacement front door and extension of dining room chimney stack. **Resolved:** to support the application subject to the extension of the chimney stack being faced with material to match the existing stack.

Cllr: Sampson declared an interest and left the meeting.

**505. 0138/15 22 Mill Street, Chagford**

Change of use from A3 to mixed use A3 & A5. **Resolved:** to support the application.

Cllr: Sampson returned to the meeting.

Cllr: Lloyd Hill declared an interest and left the meeting.

**506. 0158/15 The Small Barn, Trevery, Easton Cross, Chagford**

**Resolved:** to object to the application.

Cllr: Lloyd Hill returned to the meeting.

**Grant of Listed Building Consent/Grant of Conditional Planning Permission.**

**507. 0015/15 Chagford House, Chagford.**

Conversion of first floor space to accommodate office facility, modifications to

ground floor to provide access stairs to first floor rooms and installation of toilets, plus maintenance and repair to existing brick chimney stacks. Subject to conditions. **Noted.**

#### **Certificate of Lawful Use or Development**

**508. 0055/15 Moorholme, 9 Stannary Place, Chagford. Noted.**

#### **509. Withdrawal of Planning**

**0082/15 Waye Hill House, Chagford.**

New Garage and modifications to existing entrance. **Noted.**

#### **FINANCIAL MATTERS**

#### **510. Report on Financial Group Meeting**

The Finance Group met on 9<sup>th</sup> April 2015. Following discussion it was agreed that:

- a) In line with the Clerk's contract of employment that she should receive an annual increment to her salary bringing her onto scale 19 NJC Salary Scale (pro rata £18376 pa).
- b) The current level of Petty Cash is insufficient to purchase small items of office stationary, to increase the petty cash from £30.00 to £100.00.
- c) The baseline for Tenders of £250.00 no longer covers the cost of small repair tasks. The level to go out to tender to be raised to £500.00.
- d) On some roads with the 30mph there is a void of dog waste bins. To purchase three dog bins to be placed on the main road near Broomhill, on the ground at Factory Cross and in the vicinity of Bieria View.
- e) The Council has been borrowing the projector screen from the Mess. To purchase a screen which can be easily transported and stored.
- f) Following the election of the new Council the Emergency Plan will need to be updated and reprinted within the next six months.
- g) The Parish Council are very grateful to the parishioners who voluntarily plant the granite troughs around the town. It is acknowledged that plants have increased in price. To give a donation of £15.00 per trough to the willing helpers.

**Resolved:** to approve the recommendations. The Clerk to investigate the sizes and costs of projector screens and dog waste bins.

#### **511. To Approve Accounts for the year 2014/15**

The Chairman reported that the Council had not had so much expenditure as expected due to projects and payments still outstanding for example the War Memorial, Play Equipment and Swimming Pool Lease. **Resolved:** to approve the end of year accounts 2014/15 prior to being presented to the Internal Auditor.

**512.** Approval to pay Mrs. J. Anderson a honorarium in appreciation of work on the Southcombe Gardens, it was agreed that this should be raised from £50.00 to £75.00. **Resolved:** to approve payment.

**513.** Approval to pay the volunteers who plant the Parish Council troughs, it was agreed to give £15.00 per trough. **Resolved:** to approve payment.

514. Approval to pay DALC for membership renewal for 1<sup>st</sup> April 2015 – 31<sup>st</sup> March 2016. **Resolved:** to approve payment.
515. Approval to pay Ben Pell for Street Sweeping on 19<sup>th</sup> March 2015. **Resolved:** to approve payment.
516. Approval to pay Ben Pell for cutting the grass in the Jubilee Field on 23<sup>rd</sup> March 2015. **Resolved:** to approve payment.
517. Approval to pay WDBC for the emptying of the litter and dog bins 1<sup>st</sup> October 2014 – 31<sup>st</sup> March 2015. **Resolved:** to approve payment.
518. Approval to pay WDBC for the cleaning of Chagford Toilets. **Resolved:** to approve payment.

### **ENVIRONMENT**

519. **Jubilee Field Inspection – Cllr: Mrs. Haxton**  
Cllr: Mrs. Haxton reported with the fine weather the field was being used a huge amount, which meant there was a large amount of rubbish particularly in the skate park where the bins had not been emptied. Cllr: Mrs. Haxton reported her concerns at seeing a number of teenagers (13/14yrs) in the park with alcohol. The grass needed cutting. **Resolved:** Councillors would monitor the park with regard to concerns over alcohol.
520. **Public Convenience Inspection – Cllr: Mrs. Haxton**  
Cllr: Mrs. Haxton reported that there were no problems with the Public Conveniences. **Noted.**
521. **Report on the Improvements to the Play Equipment**  
Cllr: d'ArchSmith confirmed that the wooden structure of the Multi Play was in good condition and that the Council should look at replacing individual parts ie the rope. It was agreed that the Train should be removed and replaced with play equipment suitable for 4 to 5 year olds. **Resolved:** Cllr: d'ArchSmith would obtain prices for the parts that needed replacing.
522. **The Oak Tree in the Jubilee Park**  
A neat and tidy job had been made of felling the Oak Tree in the Jubilee Field. **Noted.**
523. **Report on improvements to the Skate Park**  
It had previously been agreed with CELT that a new fence, to match the existing, should be provided and the section of broken-down bank to be made good. Also to replace the broken pair of litter bins. **Resolved:** Cllr: Coombe would provide a specification for the fence which can be agreed by CELT representative who will decide on a contractor to carry out the work.
524. **Rural Skills Worker**  
The Rural Skills Worker is now in post and completing his Chapter 8 Training. Councillors were asked to send jobs that need doing around the town to the Clerk which she can pass on. For example: the road from Crossways to the

swimming pool needs some attention, the drains need clearing, the hedge needs cutting back around the signs, the weeds/grass around the seat at Rushford Bridge needs clearing. **Noted.**

**525. Spring Clean Day – Chagford Conservation Group**

Chagford Conservation Group made an excellent job on Spring Clean Day on 1<sup>st</sup> April 2015, collection rubbish, clearing drains etc. **Resolved:** the Clerk will write to the Conservation Group thanking them for all their hard work.

**CORRESPONDENCE AND EMAILS**

**526. Two Hills Race**

The Two Hills Race is scheduled for the morning of the Bank Holiday Monday 25<sup>th</sup> May 2015. The course will be as before from the Pavilion and over Meldon and Nattadon Hills. **Noted.**

**CLERK/CHAIRMAN'S REPORT**

**527.** The Chairman reported that the Kissing Gate at the entrance to the Cricket Field is in need of repair. **Resolved:** Cllr: d'ArchSmith will deal with the repair.

**528.** The Council has not received any news on the Swimming Pool Lease. **Resolved:** Cllr: Sampson will ascertain from his colleague what progress is being made.

**529.** A reminder that the Annual Parish Assembly will be on Thursday, 23<sup>rd</sup> April 2015. **Noted.**

**530. ACCOUNTS FOR PAYMENT**

The following accounts were approved for payment.

a)	003921 Mrs. S. Curtis – Salary	478.75
b)	003922 Mrs. S. Curtis – Clerks Expenses	20.00
c)	003937 Mrs. J. Anderson – Honorarium for Southcombe Gardens	75.00
d)	003924 DALC – Renewal of Membership	311.33
e)	003925 Ben Pell – Chagford Street Sweeping	168.00
f)	003926 Ben Pell – Grass Cutting	168.00
g)	003927 WDBC – Litter and Dog Bin Emptying	395.30
h)	003928 WDBC – Chagford Toilet Cleaning	2,066.40
i)	003929 Mrs. Flynn – Trough Planting	15.00
j)	003930 Mrs. L. Lemieux – Trough Planting	30.00
k)	003931 Mr. Licence – Trough Planting	15.00
l)	003932 Mr. J. Hancox – Trough Planting	15.00
m)	003933 Mrs. C. Mount – Trough Planting	15.00
n)	003934 Mrs. J. Anderson – Trough Planting	45.00
o)	003935 Mrs. S. Powell – Trough Planting	15.00
p)	003936 Mrs. M. Barber – Trough Planting	45.00

**The Meeting closed at 9.54 p.m.**