

Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 13th June 2016 commencing at 7.30 p.m.

Present: Cllrs: Coombe, d'ArchSmith, Hamer, Mrs. Haxton, Mrs. Hill (Chairman), Lloyd Hill, Sampson, Mrs. Stanbury, Miss Stead, Ms Thorn and Williams.

Apologies: Cllr: Parrott

49. DECLARATION OF INTEREST

Cllr: Hamer declared an interest in Minute 72
Cllr: Ms Thorn declared an interest in Minute 74
Cllr: d'ArchSmith declared an interest in Minute74

50. CONFIRMATION OF MINUTES

The Minutes of the Annual Meeting held on Monday 9th May 2016 were confirmed and signed as a true record.

MATTERS ARISING

51. Her Majesty the Queen's 90th Birthday Celebrations (Min: 11a refers)

The Chairman thanked all Councillors and their partners for the help they gave in preparing for the Picnic in the Park on Sunday 12th June, from putting up the bunting to providing the tent, moving tables etc.

Cllr: Mrs. Haxton thanked the Chairman for organising the event and buying and preparing the food. It was a very successful day and everyone seemed to enjoy the day. **Resolved:** to reimburse Cllr: Mrs. Hill for the food invoice.

52. North Bovey Beating the Bounds (Min: 11b refers)

Cllrs: Coombe, Lloyd Hill and Williams joined North Bovey on Beating the Bounds. A very enjoyable day, the local Scouts helped Beat the Bounds and cream tea was offered at Langaford. **Resolved:** the Clerk to write to North Bovey Parish Council thanking them for the day.

53. Diamond Jubilee Funds – Clock (Min: 11c refers)

The Clerk has received a report and quotation back from Cumbria Clocks which seems satisfactory. She has forwarded the report on to Guy Pedrick of West Devon Borough Council for approval. **Resolved:** if approval is received from WDBC, Listed Building Consent will be sought from DNPA.

54. Road Closure (Min: 14 refers)

The Clerk reported that she had written to Simon Phillips, Neighbourhood Highway Engineer regarding the closure of the B3212 on 4th May 2016. The Council has been informed that Devon County Council have nothing on their records and no application for a closure of this road so can only assume that it was done unofficially and without permission. **Resolved:** to reply stating that there were official Highways Signs on the road, Highways Vehicles and Personnel.

55. Public Access Defibrillator (Min: 561 refers)

Chagford Parish Council has been informed that it has been successful in securing a grant from the British Heart Foundation's Nation of Lifesavers Community Package. **Noted.**

URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

56. MV KESTOR

The MV KESTOR has been displayed in Best Cellars, in view of the fact that the business has been sold the Parish Council will need to decide whether it remains at Best Cellars. **Resolved:** It was decided to collect MV Kestor from Best Cellars and Cllr: Ms Thorn will display it in the old Post Office window for the time being.

57. 2016 Chagford Film Festival

An email has been received from Chagford Film Festival requesting a grant from Chagford Parish Council towards insurance for the Festival. **Resolved:** to pass to the Finance Group.

58. Residents to be consulted on changes to Council Tax Reduction Scheme

West Devon Borough Council has decided that they need to make changes to their Council Tax Reduction Scheme because the government has made changes to Housing Benefit and brought in Universal Credit.

At this stage WDBC are merely approving the concept of aligning the Council Tax Reduction Scheme with the changes that central government has introduced in the last 12 months. It is important for people who may make a claim, to know that the changes may be coming and to have their say during the consultation. Anyone who thinks they may be affected by the changes needs to be aware that the consultation is likely to take place between late June and September, 2016. **Noted.**

59. Charging for garden waste collections – decision moves a step closer?

Charging for garden waste collections has been a hot topic for councillors at West Devon Borough Council. When WDBC renewed the Council priorities in 2015/2016 WDBC were all agreed that the top priority was financial sustainability, while maintaining statutory services. At the Council's Hub Committee it was recommended that there should be an opt in garden waste recycling service, using reusable sacks. The service would be a fortnightly collection with concessions applied for residents on low incomes, including pension credit. A final decision on the future of the service is expected to be made at the next full meeting on 28th June and any agreed changes would not come into effect until after April 2017. **Noted.**

60. Wray Valley Trail – Steward Wood to Wray Barton

Work is expected to start soon on the Wray Valley Trail between Moretonhampstead and Bovey Tracey. This will include the installation of Steward Wood Bridge, a second new steel bridge taking the proposed trail over the A382.

It is proposed to close the A382 at Steward Wood from 6pm Thursday 22nd September 2016 until 6pm Sunday 25th September 2016. **Noted.**

61. Affordable housing policy in the National Park – response to Government policy changes

There have been recent Government policy changes with regard to the provision of affordable housing. At its meeting on 3rd June 2016, the National Park Authority considered a report and recommendations to take this into account. Members of the Authority adopted the Interim Statement; adopted the lower threshold of 5 units or less, and agreed to review the Affordable Housing Supplementary Planning Document. **Noted.**

62 Can Bank

The Can Bank in the Jubilee Field has been removed by Proper Job. The Bank was emptied every other week when Proper Job collected from the Post Office. Proper Job has decided to withdraw this service due to the cost. Cans can be recycled in the kerbside collection. **Resolved:** to inform CELT.

GROUP/REPRESENTATIVES REPORTS

Planning Matters – Cllr: Mrs. Hill

63. Ref: 0200/16 & 0201/16 Cullaton Cottage, Thorn, Chagford – Amended Plans

Extension and alterations to cottage, erection of implement shed, alteration to entrance (extend curtilage), installation of group mounted PV panels and replacement sewage treatment plant and drains.

An extension for the decision was requested, however the Planning Officer stated that the amendments to the scheme were only related to listed building issues. The Clerk returned the usual comment with regard Listed Building Consent. **Noted.**

64. Ref: 0271/16 11 Manor Drive, Chagford

Erection of double garage. **Resolved:** to support the application.

Certification of Lawfulness

65. Ref: 0267/16 Millholme, Mill Street, Chagford

Single storey rear extension. **Resolved:** to support the application

Grant of Conditional Planning

66. Ref: 0145/16 The Old Exchange, Chagford

Change of use of whole building, grounds and car parking area from Architects Office to Veterinary Surgery. Subject to Conditions. **Noted.**

67. Ref: 0126/16 10 Manor Drive, Chagford

Existing stone cladding to be removed from all external walls to main house and garage to be replaced with render; concrete roof tiles to be removed from house and replaced with slate. Subject to conditions. **Noted.**

68. Ref: 0153/16 The Old Surgery, 4 Mill Street, Chagford

Change of use from existing one bedroom flat to Architect's Office. Subject to conditions. **Noted.**

69. Ref: 0177/16 Doggamarsh Farm, Chagford

Replacement of existing garden room with extended garden room. Subject to conditions. **Noted.**

Refusal of Planning Permission

70. Ref: 0164/16 Washford Barn, Lower Withecombe, Chagford

Conversion of barn to commercial unit for a small/micro business including a separate kitchenette and a compost toilet. **Noted.**

Withdrawal of Planning Application

71. Ref: 0211/16 Lower Drewston Barn, Moretonhampstead

Two bedroom extension. **Noted.**

Cllr: Hamer declared an interest

72. **Ref: 0191/16 Rushford Mill, Chagford**
Construction of agricultural barn for continued market garden enterprise. **Noted.**

Tree Works

73. **Ref: 16/0022 44 New Street, Chagford**
The Dartmoor National Park Authority has not protected the proposed tree works at 44 New Street with a Tree Preservation Order. **Noted.**

Cllrs: d'ArchSmith and Ms Thorn left the meeting

New Premises Licence Application – Chagford Pavilion

74. An application has been received by WDBC for a new premises licence from Chagford Recreational Trust. **Resolved:** no objection.

Cllrs: d'ArchSmith and Ms Thorn returned to the meeting

Group Reports

75. **Devon Community Resilience Forum – Cllr: Miss Stead**
Cllr: Miss Stead attended the Resilience Forum on 11th May 2016. Local communities can become better prepared for incidents such as flooding and learn how to protect themselves. The event included session on Devon's snow warden scheme, emergency plan implementation, risk assessments, highway safety training, insurance and communications. **Resolved:** to keep the Emergency Plan up to date.

76. **Chagford Recreational Trust AGM – Cllr: Mrs. Hill**
Cllrs: Mrs. Hill and Miss Stead attended the Chagford Recreational Trust AGM on 7th June 2016. Mr. Chris Mount resigned as Chairman of the Recreational Trust, however a new Chair was not appointed at the meeting.
Both the Chagford Cricket and football teams are doing well and the Swimming Pool is being well used. **Noted.**

77. **Chagford Jubilee Hall AG – Cllr: Lloyd Hill**
Cllr: Lloyd Hill attended the Chagford Jubilee Hall AGM on 25th May 2016, as the Parish Council Trustee.

A cheque for £130,000 had been received from the H.B. Allen trust and when added to the existing funds this gave £185,000 available for the first 2 stages of the redevelopment work. Quotes for the work were being awaited from 3 different building firms.

A question was raised with regard to the proposal for the Parish Council to place a defibrillator on the hall wall. **Resolved:** the Clerk will confirm that Chagford Parish Council has now received the grant for a defibrillator and plans will go ahead for training and installing the defibrillator.

78. **Chagford Swimming Pool Celebration Opening Day and BBQ – Cllr: Mrs. Hill**
The Chairman attended the opening celebrations, it was a good day, the weather was good, and the swimming pool looked lovely. £5,000 in subscriptions had been collected within the first 2 weeks of opening. The Pool was going through a lot of changes at the moment with new trustees, officials etc. **Noted.**

GENERAL PURPOSES AND POLICY MATTERS

79. Chagford Tennis Club

The Parish Council has received a letter from the Tennis Club asking if the Tennis Club can hold the lease for the Courts instead of the Recreational Trust.

Resolved: Cllrs: Mrs. Hill, Mrs. Haxton and Sampson will arrange a meeting with the Tennis Club to discuss the Lease and report back to the Parish Council.

80. Chagford Primary School Community Exhibition and Consultation

An email has been received from a group of people regarding the plans for the new school in Chagford who believe there are a number of serious issues that will be a substantial negative impact on the visual environment. **Resolved:** that when a formal planning application is made the Parish Council will be willing to hold a Public Consultation for people of Chagford and seek as many views as possible prior to making a formal response.

81. Padley Common

An email has been received from a resident of Chagford regarding Dr. Peter Beale's Vision of Padley and the progress he has made on the management plan.

Resolved: to write back explaining that Dr. Beale was asked by Natural England to plan a vision for Padley Common and enclose the leaflet that Dr. Beale has produced. There is currently in place an agreement between Natural England and the Chagford Commoners' Association stating the works which have to take place on Padley Common.

FINANCIAL MATTERS

82. Approval to pay the Clerk the 2016-2018 National Salary Award which will be back dated to 1st April 2016. **Resolved:** to approve payment on scale 20 of the NALC AND SLCC pay scales.

83. Approval to renew the membership of Devon Communities Together. **Resolved:** to approve payment.

84. Approval to pay Mr. Ben Pell for Jubilee Park Mowing (4/5, 18/5, 31/5) cutting Banks and Verges at Crossways, Manor Road and Lamb Park. **Resolved:** to approve payment.

85. Approval to pay for the hire of Chagford Jubilee Hall for the Queen's Birthday Celebrations. **Resolved:** to approve payment.

86. Approval to renew the subscription for the Clerks and Councils Direct. **Resolved:** to approve payment.

87. A request has been received from Chagford Conservation Group to contribute towards the cost of their annual insurance policy. **Resolved:** to pass on to the Finance Group for consideration.

ENVIRONMENT

88. Jubilee Field Inspection Report – Cllr: Mrs. Hill

Cllrs: Mrs. Hill reported that the Jubilee Field was in reasonable condition but there was a need to tidy up some of the shrubs and weeds. **Noted.**

89. Public Convenience Inspection Report – Cllr: Mrs. Hill

The Public Conveniences were in very good order. **Noted.**

90. Play Equipment – (Min: 39 refers)

Members agreed that the Trim Trail should be ordered along with the two Cradle Seats and the safety services of the swings should be carried out.

Resolved: the Clerk will contact SW Play and order the above.

91. Skate Park

The Clerk wrote to CELT requesting a progress report on the fence, removal of the Willow Shelter, replacing the broken litter bins and the supply of a bench in the Skate Park. CELT are awaiting quotes for the fencings and have yet to purchase the litter bins and bench. **Noted.**

CLERK/CHAIRMAN'S REPORT

92. Following recent discussions concerning the wall Blue Cedar has now decided to retain and refurbish the existing wall.

They will now revert to the agreed plan 1028/P08 Rev D which allows them to consolidate the wall to a height of 1.2m above the road. This allows for the removal of approx. two courses of stonework in some sections of the wall with appropriate recapping to ensure its stability. Any necessary underpinning will take place on the inside face of the wall. **Noted.**

93. Turn Lake Leat Group

The Chairman suggested that a meeting should be held of the Turn Lake Leat Group to sort out the Bank Accounts. **Resolved:** Cllrs: Miss Stead, Ms Thorn and Williams will arrange.

CORRESPONDENCE AND EMAILS

94. Thank you

A thank you has been received from Mrs. J. Anderson and Mrs. S. Powell for cheques received to plant the Parish Council Troughs. **Noted.**

95. New Community Stakeholders' Group

Moor than meets the eye would like to recruit members for a new Community Stakeholders Group. They are looking for 15 people to form a Community Stakeholders' Group that will advise the Moor than meets the eye Landscape Partnership Board of the views of the local community and a variety of user groups in the delivery of the Scheme until the end of 2019. Further information can be found at www.moorthanmeetstheeye.org/get-involved/community-stakeholders-group-csg

Resolved: the Clerk to put a poster on the Chagford Hub.

96. New Funding available for Dartmoor Communities

Dartmoor National Park Authority has opened its Communities Fund 2016/17 for applications and is calling for community organisations on Dartmoor to come forward if they have a project that needs funding. **Resolved:** Cllr: Lloyd Hill suggested applying for funding for the restoration of the Stepping Stones at Rushford. The Clerk will contact the DNPA Sector Ranger for this advice.

97. DALC May Newsletter

The DALC Newsletter had been circulated to all members. **Noted.**

98. New members of staff in the planning team at Dartmoor National Park

Three new members of staff have joined the planning team. John Crocker joins the administration and validation team. Myra Spalding joins as a Planning Officer, Enforcement and DM, and the new Building Conservation Officer is Nigel Pratt.

Noted.

- 99. Working together to get rid of foul mess**
 West Devon Borough Council is determined to deal with the foul issue of dog mess in and around local communities and has increased the amount of council officers on the ground. To overcome this foul issue, the Council are calling on residents to do their part by reporting any incident, with the location, days and times witnessed. This means the enforcement officers can try to be in the right place at the right time, to deal with repeat offenders quickly. **Noted.**
- 100. Compliment**
 An email has been sent to Dr. Kevin Bishop CE of DNPA with a copy to Chagford Parish Council "the new houses opposite the school look great. Well done to all of you on the Council who have been involved in making this project happen." **Noted.**
- 101. Temporary Prohibition of Parking**
 A temporary parking restriction is considered necessary at the Square, Chagford to enable Cancer Research UK Street Market from Friday 29th July 2016 until Saturday 30th July 2016. Between the hours of 17.00 on 29th July and 13.00 on 30th July 2016. **Noted.**
- 102. Temporary Prohibition of Through Traffic and Parking**
 A temporary prohibition of through traffic and parking is considered necessary on Monday 27th June 2016 until Friday 1st July 2016 at Nattadon Road, Chagford to enable Fire Hydrant Works. **Noted.**
- 103. ACCOUNTS FOR PAYMENT**
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| a) Direct Debit - BT Telephone and Broadband Services (May) | 42.79 |
| b) Direct Debit – BT Telephone and Broadband Services (June) | 43.03 |
| c) 4129 Mrs. S. Curtis – Clerks Salary | 411.81 |
| d) 4130 HM Revenue and Customs – PAYE | 103.00 |
| e) 4131 Mrs. S. Curtis – Clerks Expenses | 20.00 |
| f) 4132 Devon Communities Together – Annual Subscription | 50.00 |
| g) 4133 Mr. Ben Pell – Grass Cutting, Banks and Verges | 420.00 |
| h) 4134 Mr. Ben Pell – Grass Cutting | 140.00 |
| i) 4135 Hire of the Jubilee Hall for the Queen’s Birthday | 106.95 |
| j) 4136 Clerks and Councils Direct – Subscription Renewal | 12.00 |
| k) 4137 Mrs. G. Hill – Reimbursement of cost of food for the Queen’s Birthday Celebrations | 250.00 |

The Meeting Closed at 9.40 p.m.

Date: **Signed**