

**Minutes of the Regular Meeting of the Chagford Parish Council held at  
Endecott House on Monday 13<sup>th</sup> November 2017 commencing  
at 7.30 p.m.**

Prior to the meeting Julia Cotts gave a talk to the Council about a new artisan bakery project. The Stable Yard Bakery will provide the community of Chagford Parish with organic sourdough breads and patisserie through a bread subscription, weekly markets and wholesale customers.

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

**107. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr: Hamer and Mrs. Thorn.

**108. DECLARATIONS OF INTEREST**

Cllr: Coombe declared an interest in Minute 116(f)

**109. CONFIRMATION OF THE MINUTES**

- a) The Minutes of the Regular Meeting held on Monday 9<sup>th</sup> October 2017 were confirmed and signed as a true record.
- b) The Minutes of the Extraordinary Meeting held on Monday 23<sup>rd</sup> October 2017 were confirmed and signed as a true record.

**110. MATTERS ARISING**

**a) WDBC/SHDC One Council Results (Min: 104(b) refers) – Cllr: Sampson**

South Hams District Council and West Devon Borough Council voted on the proposal to create one new council.

West Devon Borough Council voted against the proposal thirteen for the motion and eighteen against. South Hams voted for the proposal nineteen for the motion and eight voted against and three abstentions.

The outcome will have financial implications for West Devon especially for 2019/20, when there will be a significant budget gap.

Councillor Sampson hopes to give more up to date information in the near future. **Noted.**

**b) Chagford Churchyard (Min: 42(b) refers)**

The Clerk contacted the owners of the field which is thought to be a suitable site for the new burial ground. The owners are prepared to come to Chagford to meet the Council representatives sometime in January.

**Resolved:** the council representatives to give some dates to the Clerk of their availability and she will contact the owners.

**c) Diamond Jubilee Clock (Min: 101(a) refers)**

The Licence with WDBC has now been signed and a copy returned to the Council. The Clerk and Cllr: Mrs. Haxton met with Cumbria Clocks at the Market House to confirm the details of installing the Clock. As a long period of time has lapsed a new quote was needed. When this has been received and approved the Clock will be ordered and installed. **Noted.**

**d) Emergency Plan**

The Emergency Plan has been updated and is ready for print. **Resolved:** the Clerk will forward to Councillors for checking and then send to the printers.

**e) Blood Donor Session (Min: 91(d) refers)**

Further to the cancellation of the Blood Donor Session on 5<sup>th</sup> October 2017 a letter to blood donors has been received which states that the blood donation programme has been reviewed.

This letter indicated that there may still be sessions at the Jubilee Hall, but a subsequent letter has clearly stated that there will be no further Blood Donation session at Chagford and Blood Donors will be invited to go to Okehampton. **Resolved:** to write to Blood and Transplant requesting an explanation of the initial letter and expressing the disappointment that sessions at Chagford have ceased.

**f) SS Kestor (Min: 99(l) refers)**

Councillor Sampson confirmed that the Chagford Local History Society are prepared to take the Parish Map Project which is currently in Endecott House. **Resolved:** to write to the Trustees of the Chagford Combined Charity to ask if it is possible that the SS Kestor could be placed in Endecott House.

**111. URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION**

There was no urgent business to report.

**112. GROUP/REPRESENTATIVES REPORTS  
Planning Control Matters**

**a) 6 Gregory's Court Planning – response from Chris Hart DNPA (Min: 99(III) refers)**

The Clerk wrote to Chris Hart from DNPA regarding the planning of 6 Gregory's Court and the Parish Council's comments. The Planning Officers report states that no comments had been received when in fact they were emailed on 14<sup>th</sup> August 2017. Mr. Hart informed the Clerk that the Planning Officer was on leave and therefore the Council's comments sat in the Officers inbox waiting for his return. The case was reviewed by his colleagues and presented for determination. However Mr. Hart does not consider that there would have been sufficient grounds to refuse this application. **Noted.**

**b) Tree Works**

**Proposed Tree Works – 46 The Square**

Dartmoor National Park has not protected the tree with a Tree Preservation Order. **Noted.**

#### 113. FINANCIAL MATTERS

- a) A cheque sent to the Lenghtman for work carried out in the Parish has been cancelled (cheque no: 04222) because it appears to have been mislaid in the post. The Clerk asked approval to re-issue another cheque. **Resolved:** to agree to re-issue a cheque.
- b) The plans for the Night Landing Site for the DAA have now been approved by DNPA and will be registered once the fee of £92.50 has been received. The Clerk sought approval to pay DNPA £92.50 for the planning fee for the DAA Night Landing Site. **Resolved:** to approve payment.
- c) Approval to pay Grant Thornton for the 2017 Annual Return. **Resolved:** to approve payment.
- d) Approval to pay WDBC for emptying the litter bins from 01.10.2016 to 30.09.2017 twice weekly and nine dog bins weekly and two dog bins twice weekly from 01.10.2016 to 30.09.2017 **Resolved:** to approve payment.
- e) Approval to pay WDBC for the cleaning of Chagford public toilets in 2016/17. **Resolved:** to approve payment.
- f) Approval to pay Yewtopia for grass cutting the Jubilee Field 26/9 and 10/10. **Resolved:** to approve payment.
- g) Approval to pay Elizabeth Rose Inspections for the safety inspection of the Jubilee Field. **Resolved:** to approve payment.
- h) Approval to pay The Royal British Legion a donation for the Poppy Appeal. **Resolved:** approval to pay a donation of £30.00.
- i) Receipt of £1,094.99 representing a donation from Chagford Education and Leisure Trust for the replacement of the recycling bins in the skate park. **Noted.**

#### 114. ENVIRONMENT

- a) **Jubilee Field Inspection Report – Cllr: Mrs. Thorn**  
Cllr: Mrs. Thorn was unable to attend the meeting and was unable to carry out an inspection. However the Chairman confirmed that the Jubilee Field was in good order. **Noted.**
- b) **Public Convenience Inspection – Cllr: Mrs. Thorn**  
The Chairman confirmed that the Public Convenience was in good order. **Noted.**
- c) **Elizabeth Rose Safety Inspection of the Jubilee Field – Cllr: Mrs. Hill**  
Elizabeth Rose annual safety inspection of the Jubilee Field and the play equipment has been carried out and a report received.  
**Resolved:** Cllr: Williams will go through the report during his inspection duty and report back.

**d) Keys to the Recycling Bins (Min: 102 (a) refers)**

The Chairman confirmed that she was in possession of the keys to the new recycling bins in the Skate Park. **Resolved:** on set will be kept with the Clerk.

**e) Refurbishment of the Seats (Min: 93(c) refers)**

Cllr: d'ArchSmith has kindly offered to finish sanding down the seats that have been started earlier in the year by a contractor. He will take the seats one by one back to his workshop and paint the seats with suitable finish. **Resolved:** to thank Cllr: d'ArchSmith, his Councillor Colleagues offered to help as he requires it.

**f) Turn Lake**

Turn Lake went dry a few weeks ago, the fender was checked but no problems were found. It is thought that a fallen tree was the problem. **Resolved:** Councillors will have a look further down the leat to see if there is a problem.

**g) Parking on Lower Street**

The Chairman has received the plans from C.G.Fry for the approved parking changes on Lower Street and the moving of the Bus Stop. The Chairman has sent a copy of the plans to Cllr: Parrott because they were the Councillors on the Working Group at the time of the discussion.

**Resolved:** Cllr: Mrs. Hill and Parrott will meet on the site and check the proposals.

**h) Pest Control at the Jubilee Field**

Cllr: d'ArchSmith took Mark Baker of PCM Pest Control to the Jubilee Field to view the damage being done by the mole population and gave a detailed description of how it could be handled. This would involve underground work, only requiring three visits with a cost of £150.00.

**Resolved:** to ask PCM Pest Control to deal with the moles.

**115. CLERKS/CHAIRMANS REPORT**

**a)** A reminder that there will be an Extraordinary Meeting on Monday 27<sup>th</sup> November 2017. DNPA will be attending an open meeting prior to the Council Meeting to talk about the Local Plan review. **Noted.**

**b)** Parishioners have noted the state of the pavements in Mill Street and Lower Street which are being damaged by vehicles mounting the pavements. As the streets are narrow, the large vehicles are only able to pass the parked vehicles by mounting the pavements, many smaller vehicles mount the pavement rather than wait and reverse. The only solution would be to remove the parking bays but this would damage local trade considerably. **Resolved:** to report the damage to Highways yet again but be mindful that it is the parishioners which are contributing to the damage.

**c) 1 The Square, Chagford**

For information only – amended plans had been received for 1 The Square, Chagford. **Noted.**

## 116. CORRESPONDENCE AND EMAILS

### a) Super Links Meeting

The date of the Super Links Meeting has changed to the 11<sup>th</sup> December 2017. Unfortunately this is the same date as the next Parish Council Regular Meeting, however if any Councillor wishes to attend they may do so. **Noted.**

### b) Next DNPA Development Management Committee

The next meeting will be on Friday 1<sup>st</sup> December 2017 at Parke, Bovey Tracey. **Noted.**

### c) Proposed Wood Fired Mobile Pizza

An email informing the Council that a resident of Chagford is proposing to start a wood fired mobile pizza business in Chagford. **Resolved:** the Parish Council would support such a business.

### d) Crosstree (Min:

The PCC originally offered to lease the gravelled path at Crosstree from the Parish Council. The Council are only prepared to lease the whole area at Crosstree. The PCC have discussed the possibility of taking a lease of the Crosstree area from the Parish Council. However the PCC would not be able to accept as this would merely add to the cost and administrative burden of the PCC. As previously resolved the Parish Council will repair the track. **Resolved:** Cllr: Williams will acquire an estimate to repair the path and to cover with a layer of gravel.

### e) Park Free This Christmas

West Devon Borough Council would like to add cheer to residents' festive mood by offering free parking in local towns, for Christmas shopping events. The free parking events are to be held on:

- Friday 1<sup>st</sup> December at Tavistock's Dickensian Evening
- Thursday 7<sup>th</sup> December at Okehampton's Edwardian Evening
- Tuesday 12<sup>th</sup> December at Chagford's Late Night Shopping
- The free parking will apply from 4pm

**Noted.**

### f) Devon and Somerset Fire and Rescue Service Draft Integrated Risk Management Plan Consultation

You are invited to take part in the consultation on the Draft Integrated Risk Management Plan which considers the risks that the communities of Devon and Somerset face and the prevention and response activities the Service can put in place to mitigate those risks. **Resolved:** to forward the information to all members.

## 117. ACCOUNTS FOR PAYMENT

a) Direct Debit - BT Broadband Services (Oct)	49.98
b) Direct Debit – BT Broadband Services (Nov)	51.64
c) 4226 Mrs. S. Curtis – Salary	545.47
d) 4227 HMRC – PAYE	106.00
e) 4228 Mrs. S. Curtis – Expenses	20.00
f) 4229 Grant Thornton UK LLP	360.00
g) 4230 WDBC – Litter and Dog Bin Emptying	1,005.88
h) 4231 WDBC – Cleaning Chagford Public Toilets	2,126.74
i) 4232 Yewtopia – Grass Cutting	280.00
j) 4233 Elizabeth Rose Jubilee Field Inspection	115.00
k) 4234 Royal British Legion Poppy Appeal	30.00
l) 4235 Mr. J. Shear Lenghtmans Duties (reissued cheque)	552.00
m) 4236 Dartmoor National Park Authority – DAA Night Landing site planning	92.50

**The Meeting Closed at 9.25 p.m.**

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