

**Minutes of the Regular Meeting of the Chagford Parish Council
held at Endecott House on Monday, February 14th 2011, commencing at 7.30pm.**

Present: Cllrs Bleakman (Chairman); Coombe; Davies; Geering (after Min 315);
Mrs Haxton; Mrs Hill; Jeffreys; Mrs Milton; Parrott; Perryman; Sampson

Apologies for absence; There were no apologies for absence.

In attendance The Clerk, Mrs Stone

314 DECLARATION OF INTERESTS

- a) Cllr Coombe declared an interest in Min 342
- b) Cllr Parrott declared an interest in Min 324
- c) Cllr Sampson declared an interest in Min 324

315 CONFIRMATION OF THE MINUTES

- a) The Minutes of the Regular Meeting held on 10th January 2011 were confirmed as a true record and signed subject to i) an amendment to Min 291 – the deletion of the word Hill after Meldon in the last line; ii) Min 293 – the second line to read Cllr Mrs Haxton and Davies; iii) Min 301b the penultimate line to read 2011/12 instead of the current year.
- b) The Minutes of the Extraordinary Meeting held on 24th January 2011 were confirmed as a true record and signed

316 Dartmoor Ranger Service

The Chairman welcomed Dartmoor Ranger, Serina Rouse to the meeting on her last visit to Chagford following her transfer to the High Dartmoor Sector. He expressed appreciation of the hard work she had carried out on behalf of the Parish and offered best wishes for her future endeavours.

Ms Rouse thanked the Council for the co-operation she had received since her introduction to the sector in 1986 and introduced her successor, Mr Peter Rich. Mr Rich said he was looking forward to getting acquainted with the area and hoped he would be available to attend the Parish Assembly in March. **Noted:**

MATTERS ARISING

317 WDBC/South Hams Meeting re Shared Services

The Chairman and Clerk circulated a report on their attendance at a meeting held at Meldon Village Hall on 1st February 2011.

Cllr McInnes opened the meeting by saying the WDBC was keen to follow a policy of “engagement with the Parishes”. Following a short explanation of the jobs situation in Okehampton, he handed over to the Chief Executive of WDBC, Richard Sheard.

Mr Sheard stated that in spite of the cuts being introduced, West Devon was starting from a strong position because of its historic good financial management. The sharing of services between WD & SH had resulted in a saving of £1.6M. There is to be no compulsory redundancy within the main body of staff in the immediate future. This year’s savings are £640K with £400K in next year. The challenge after that would be financially challenging.

In answer to a question, he advised that the two Councils (WD & SH) had decided that they would not combine into one Council but continue with convergence at Officer level and also introduce the concept of shared committees between the two Councils. One of the areas where saving had been achieved was in the area of Revenue & Benefits where the job had been brought back within the control from the private sector. Also

under consideration is the sharing of legal services; better use of land assets and technology. Separate budgets will be retained for both Authorities.

Mr Sheard said he looked forward to improved working relationships with Parish Councils, voluntary groups and the business sector to identify improvements through shared activity and financing. A synopsis of his report would be circulated to those present in due course.

Mr Sheard also confirmed he hopes to attend the Parish Assembly.

Resolved: The Clerk to obtain the synopsis taken by WDBC as soon as possible.

318 Community Safety Forum – Cllr Ms Thorn

In the absence of Cllr Mrs Thorn, this item was deferred to the next Agenda,

319 Royal Wedding (Min 291 refers)

Cllr Mrs Hill said that the indication was for a low key approach to the celebrations in April in preference for a larger event for the Queen's Diamond Jubilee next year.

Members expressed the view that a beacon on Meldon would be well received. Cllr Mr Perryman is willing to assist in preparations for the beacon.

Resolved: The Clerk to i) obtain permission from the Hayter Hames Estate and the Commoners Association to hold the event on Meldon; ii) the Insurance Company to be advised of the event; iii) final arrangements to be discussed at the March meeting.

320 COUNCILLORS QUESTIONS

There were no questions

GROUP/REPRESENTATIVES REPORTS

PLANNING MANAGEMENT

Development Control Matters - Cllr Bleakman

321 Grant of Conditional Planning Permission – circulated and Noted

0586/10 Upper Long, The Square, Chagford

Proposed replacement dwelling.

322 DNPA – Enforcement Notice

Re residential mobile home – Land at Rushford Mill Farm, Chagford.

Notice was received from the DNPA concerning the above requiring a response by 4th February 2011. It was not possible to put this before the Council in time so the Chairman and Vice-Chairman made the following response indicating retrospective approval would be sought at the next Council meeting:-

“The Council supports the Dartmoor National Park Authority in its proposed enforcement actions to ensure compliance with the policies laid out in the Local Development Framework Core Strategy including retained Policy HS8. The Council further agrees that, should the applicant wish to provide accommodation for a farm worker, the correct procedure would be to submit a full planning application with supporting evidence of the proven need.”

Resolved: To ratify the action taken.

Forward Planning Matters

323 On Street Parking

An informal meeting between the Councils Traffic Management Group with the residents of Manor Drive has been arranged to take place on Monday, 7th March 2011.

Resolved: The Clerk to extend an invitation for a representative of the Business association and the Devon & Cornwall Constabulary to be present.

324 Report from the Parish Council re Jubilee Hall

Representations to Councillors by Parishioners expressed concerns about increased charges for use of the Jubilee Hall. It was given to understand that the increases were significant.

Cllr Sampson (a Jubilee Hall Trustee) informed Members that the management of the Hall had rationalised the charging system to an hourly charge with additional charges for use of the facilities e.g. the kitchen, bar etc. For most people these changes would not result in a change in the booking fee. He also advised that many of the complaints were the result of hirers who had made bookings for 2011 in 2010 not being advised of the changes together with some misunderstanding of the charging details for Charities. He asked that Councillors advise those with difficulties to contact one of the Jubilee Hall Trustees directly. Mr G. Adnitt was the best person to contact. There is to be a meeting of the Trustees on March 2nd. The Chairman thanked Cllr Sampson for his clarification, which he felt fully explained the situation. **Noted:**

GENERAL PURPOSES & POLICY MATTERS

325 SWLC – Democracy Pack (Mins 263; 297 refer)

An informal Awareness Meeting for prospective Candidates for the forthcoming election will be held in Endecott House on Monday, 28th February at 7.30pm.

Members are requested to “spread the word”, posters will be displayed and notices circulated. To qualify, it is necessary to be recorded on the electoral roll and live within 3 miles of the Parish. Attendance is optional and implies no commitment. **Noted:**

326 DNPA – Sites of Historic Setting Category

Following a request from DNPA for Council agreement to include land below Meldon Road within the Chagford Conservation Area listing, the Clerk wrote to Mr McKay on 11th November 2010 and 26th January 2011 requesting clarification on the matter and is still awaiting a reply.

Resolved: The Clerk to pursue the matter further.

327 Plymouth University – Planning & Localism Seminar

Having attended the seminar held on 26th January 2011, Cllr Bleakman indicated this will be a complex and long running issue with further statements to come.

Resolved: To await the next stage.

328 Removal of Rural Skip Service - Cllrs Bleakman & Sampson

An e-mail received from Cllr McInnes advises that the Rural Skip service is to be discontinued from the beginning of April 2011. Members considered that it would be helpful to obtain the views of Proper Job on this subject.

Resolved: i) A small group comprising Cllrs Mrs Hill, Bleakman; Coombe and Sampson meet representatives of Proper Job at a venue to be arranged by the Clerk; ii) DCC be informed of the need to display appropriate notices in the car park before the next service was due on 2nd April.

329 Refuse & Recycling Service

Cllr Sampson discussed the difficulties experienced with the introduction of new recycling and refuse services, notably the need for appropriate sized vehicles to access the narrower roads especially during adverse weather conditions such as had been experienced recently. Contractors have now revised their routes and the service has returned to normal. **Noted:**

330 FINANCIAL MATTERS

- a) To note receipt of a VAT repayment in the sum of £161.97 **Noted**

- b) Letters of thanks have been received from Chagford Parochial Church Council for churchyard Grant; Chagford Swimming Pool for Lifeguard duties Grant; West Devon CAB and the Chagford Combined Charity grant towards purchase and installation of a safe loft ladder. **Noted**

ENVIRONMENT MATTERS

331 Jubilee Park Inspection Report – Cllr Geering

- a) Cllr Geering reported that the field was in good shape considering the time of year and there was little litter. There is a loose plank on the gate.

Resolved: The Clerk to arrange for the gate to be repaired.

- b) Cllr Coombe stated that the working party met on Saturday 5th February and concentrated on clearing the site where the hedge had been removed. It was fortunate that the rural skip was available at that time for the clearance. **Noted:**

332 Public Convenience Inspection Report – Cllr Geering

The loos were clean, although smelling of antiseptic, during Cllr Geering's inspection. The entrance doors were swollen and difficult to close properly. **Noted:**

Matters arising from Previous Meetings

333 WDBC Toilet Service Review (Min 301a refers)

Cllr Sampson reported a discussion with the WDBC indicating willingness to participate in a meeting with a small group of representatives from the Council re consideration of the future maintenance of the Toilets in Chagford.

Resolved: Cllrs Mrs Hill; Bleakman; Coombe and Davies be appointed to meet the WDBC with Cllr Sampson in attendance. The Clerk to make the appropriate arrangements.

334 Provision of Additional Grit Bins (Mins 289, 228 & 250a refer)

In the absence of any response to the Clerk's request to the Highways Department for information concerning the delivery of the grit bins to be supplied by Cllr Mc Innes, a copy of a letter received from Highways was forwarded to Cllr McInnes asking for assistance in resolving the matter. **Noted:**

335 McNamara Seat (Min 305 refers) - Cllr Bleakman

The seat found "hidden" in undergrowth on Meldon Hill adjoins a hedge on Mr Rogers farm where hedge trimming is in progress. When speaking to Mr Rogers, it was suggested to the Clerk that the seat was probably beyond repair.

Resolved: To accept Cllr Perryman's kind offer to inspect the seat and report back.

336 Damage to the Skate Board Park bank - Cllr Bleakman

It had not been possible to make the necessary arrangements to meet with the young people concerned to discuss the Jubilee Park Issue. However, the Chairman said he expected to address the matter during the half term holiday and report to the next meeting. **Noted:**

337 Snow Warden Seminar

Cllr Mrs Hill attended the snow warden training scheme, operated by the Highway Asset Management Department, Seminar held at East Devon Council Offices, Honiton, on 14th February 2011. She stated it dealt mainly with Health & Safety and legal matters: The following matters were highlighted:-

- a) Volunteers do so at their own risk and must have public liability insurance.
- b) Snow Wardens have insurance under the Council's employer's liability insurance.
- c) Snow Wardens are now able to carry out training sessions for over 18's and those above that age providing they are physically fit.

- d) Contractor's paid by the Council are not covered under the Council's insurance. A demonstration of salt spinners was given and these can be purchased by Councils at an approximate cost of £200.
The DCC is currently looking at appliances that can be towed behind 4x4's for salt spreading
New salt bins being provided by Cllr McInnes will be kept filled with salt by the DCC but bins purchased by the Council will need to be filled with salt paid for by the Parish Council.
The Supply Zone that previously supplied local Authorities has been closed down hence the delay in providing salt but 25Kg bags can be purchased for £3 from Rydons.
Farmers volunteering their services in bad weather conditions are now allowed to use red diesel.
A list of Volunteers with 4x4s are needed for food distribution etc if the need arises.
Resolved: i) The emergency system to be revised by May/June; ii) The Snow Warden to refresh everyone's memory at the start of the winter in October/November; iii) Cllr Mrs Hill to prepare a summary for the Business Association; iv) This item to be placed on the Agenda for the Parish Assembly.

338 Chagford Recreational Trust - Ponies on War Memorial Playing Field

Following a request for assistance in controlling pony damage on the Recreational Trust field concerns were expressed about the practicalities of dealing with the situation. Any measures taken would have to allow for the bridle path and the estimated cost of a cattle grid is £8,000.

Resolved: The Clerk to request details of exactly what is required with a plan of the proposed site.

339 Chagford Conservation Group

A request had been received from the Conservation Group for a Community Orchard in the Jubilee Field. This has been investigated by the Environment Group who reported details of the proposed development. Councillors expressed concern regarding the problems that would arise with maintenance issues and the ever diminishing loss of the remaining open green space for recreational enjoyment. The Park had been originally purchased to provide a children's recreational area and over the years, large areas were eroded away for the tennis courts and health centre. It was felt necessary to preserve what is left as an open space for community play.

Resolved: The Clerk to advise the Conservation Group that, although sympathetic to their idea, it was not in the best interests for the community as a whole.

CLERK/CHAIRMAN'S REPORT

340 Carillion Telent – Road Closure Notice - circulated - Cllr Bleakman

From 09/05/11 to 15/05/11 – Lower Street and Southcombe Street to lay 100 metres of Openreach cable.

Resolved: In view of previous difficulties with an installation of this scale, the Clerk to arrange a meeting with the Contractor to discuss the way forward.

341 Talk Talk Broadband Services.

The Clerk reported conflict with Talk Talk who is refusing to issue vat invoices for their service thus making it impossible for her to reclaim VAT on monthly accounts. She has written to the Chief Executive drawing his attention to the inadequacies of his on line accounting system but has not received a reply to date.

Resolved: The matter be referred to Finance with a view to changing to a better telephone and broadband service.

CORRESPONDENCE/e-mails RECEIVED

342 Fire Station Signs

An e-mail received from Mrs J. Pendleton draws attention to the “new, enlarged”, no entry signs at the Fire Station. The signs in question were erected when the fire station was first built and have not been changed since.

Resolved: The Clerk to write to Mrs Pendleton accordingly stating that no other adverse comments have been received to date.

343 DCC Community Budget – Noted:

Cllr McInnes writes to offer support from his Community Budget for local projects.

344 Social Care for Adults

Attention drawn to assistance available to those needing care from Care Direct.

The information received has been passed to the Library for display. **Noted:**

345 West Devon Mayoral Awards

Nominations invited for the annual West Devon Mayoral Awards to be submitted by February 25th 2011. **Noted**

346 Buckingham Palace Garden Parties

Nomination requested for attendance at the Buckingham Palace Garden Party to be held on 29th June 2011.

Resolved: Cllr & partner to be nominated.

347 WDBC Flood Awareness Presentation – Noted:

Notice received stating the presentation has been postponed until April/May 2011.

348 Devon & Cornwall Police Authority – Circulated to all Members.

A letter from the Chairman of the Police Authority expresses concerns about the effects of implementing changes to the budget and the dangers of bringing politics into policing. **Noted:**

349 DNPA ‘What’s On’ Listings – April – December 2011.

Forwarded to the Arts Co-ordinator and the Business Association. – **Noted:**

350 ACCOUNTS FOR PAYMENT

The following accounts were approved for payment:-

		£
a)	3460 Mrs P. Stone – January salary	719.55
b)	3461 Mrs P Stone – January post; electric; computer	37.44
c)	3462 Chagford Combined Charity – Hire of Endecott House 01/10/10 – 31/03/11	141.00
d)	3463 Hi-Line- Tree Works at Jubilee Park	1,632.00
e)	3464 J. Bowden & Son – teak oil for Jubilee Park Seats	19.70
f)	3465 Cllr Mrs Hill – Travel expenses – DCC meeting (Honiton)	32.00

351 PUBLICATIONS/INFORMATION RECEIVED

The following publications were made available to members:-

- a) Royal British Legion – The Great Poppy Party Weekend – 10 -12th June 2011.
- b) DALC Newsletter Jan/Feb 2011.
- c) Clerks & Councils Direct – January 2011.
- d) W Devon Community Services – Newsletter January 2011.
- e) Senior Council for Devon – Newsletter January 2011
- f) The Playing Field – Winter 2010/11
- g) DNPA Agendas 4th February 2011
- h) DNPA Delivering for Dartmoor 2011

PART 11 ITEMS (which may be taken in the absence of the Public and Press on the Grounds that Exempt Information is likely to be disclosed.) - Local Government Act 1972 Section 100(A) (4)

352 Jubilee Field Maintenance Contract

A letter received from one Contractor declined the invitation to quote

Three tenders were received in the sums of £2,160; £2,352 and £2,500.

Resolved: To accept the fixed price quotation from Mr B Pell in the sum of £2,160, with an agreed rate of £16.87 per hour for any additional work requested by the Council.

353 Affordable Housing Needs.

In view of new guidance awaited from the government re allocation of funds, it is not possible to report on progress at the current time.

The Meeting ended at 10.15pm

Confirmation of the Minutes

Dated.....

Signed.....