

**Minutes of the Regular Meeting of the Chagford Parish Council
held at Endecott House on Monday, 14th June 2010 commencing at 7.30pm.**

Present: Cllrs Bleakman (Chairman); Coombe; Mrs Haxton; Mrs Hill; Jeffreys; Parrott; Sampson and 1 Member of the Public.

Apologies for absence were received from Cllrs Davies; Geering; Mrs Milton; Ms Thorn

In attendance the Clerk, Mrs Stone

57 Lady Hayter Hames, Lord of the Manor

a) Following the death of Lady Hayter Hames on 4th June 2010, a letter of condolence was forwarded to the family on behalf of the Parish Council. **Noted:**

b) It was announced that a memorial service is to be held on Sunday 27th June 2010 commencing at 2.30pm.

Resolved: The Chairman to represent the Parish Council.

58 DECLARATION OF INTERESTS

a) Cllr Bleakman declared an interest in Min 65a

b) Cllr Mrs Hill declared an interest in Min 65c

c) Cllr Parrott declared an interest in Min 65c

d) Cllr Sampson declared an interest in Min 65e

59 CONFIRMATION OF THE MINUTES

a) The Minutes of the Annual Parish Assembly Meeting held on 22nd April 2010 were confirmed as a true record and signed subject to the addition of Cllr Coombe's name to the attendance register for 2009/10.

b) The Minutes of the Annual Meeting held on 10th May 2010 were confirmed as a true record and signed subject to the substitution of Cllr Jeffreys name for Cllr Parrott on the Housing Group

c) The Minutes of the Extraordinary Meeting held on 24th May 2010 were confirmed as a true record and signed.

MATTERS ARISING FROM THE MINUTES

60 Devon & Cornwall Police Visual Audit and PACT

WPC Nadine Wilson was unable to attend the meeting **Noted:**

61 Removal of Electricity Poles from High Street – Snagging List (Mins 450; 22 refer)

The Chairman met with the Highways Officer to inspect the drainage channel in the High Street and found that it had been badly fitted into the drainage sump. A new sump has been fitted and the drain is now satisfactory. **Noted:**

62 Chagford Car Park – Ticket Machine (Mins 440; 36 refer)

An e-mail from the WDBC indicated that a decision has been taken to install the new ticket machine at the side of the entrance to Long Park from the car park subject to agreement from the Parish Council. With the agreement of the Chairman, the Clerk immediately confirmed approval in order to expedite the installation. The machine is still not in situ.

Resolved: Cllr Sampson to take the matter up with the WDBC.

63 First Aid Course (Mins 408; 13 refer)

a) The first aid course held at the fire station on 11th May 2010 was a very successful event. The programme dealt mainly with resuscitation. First Aid certificates for those who attended were distributed by the Clerk and a letter of thanks sent to the Red Cross Organisation. **Noted:**

- b) Following the success of the previous First Aid Course, the Instructor was invited to arrange a follow up and he agreed to attend the fire station again on Friday, July 30th between 9am and 1pm.

Resolved: The Clerk requested to extend the invitation to the Conservation Group; the School and the Youth Worker.

64 COUNCILLOR'S QUESTIONS

There were no Councillors Questions.

GROUP REPRESENTATIVES REPORTS

65 Development Control Planning Matters

Cllr Bleakman presented the recommendations of the Planning Inspection Group meeting held on 11th June 2010 attended by Cllrs; Mrs Haxton; Mrs Milton & Jeffreys. Cllr Bleakman declared an interest in the following item and left the building. Cllr Mrs Hill took the Chair.

a) **0214/10 1a The Square, Chagford**

Proposed extension of existing window to create new doorway

Resolved: The Council supports the proposed change of access, which it believes will improve accessibility to, and the safety of, the retail outlet.

Cllr Bleakman returned to take the Chair.

Cllr Bleakman presented the recommendations of the Planning Inspection Group meeting held on 11th June 2010 attended by Cllrs Bleakman (Chairman), Mrs Haxton; Mrs Milton & Jeffreys.

b) **0217/10 Stinhal Farm, Stiniel, Chagford**

Proposed renewal of extant permission ref:0271/05 for extension to existing dwelling

Resolved: The Council has no objection to the application. It is of the opinion that the changes to DNPA Planning Policy introduced by the Core Strategy Development Plan Document 2006-2026 do not create any material policy changes with respect to this application.

Cllrs Parrott and Mrs Hill declared an interest in the following item and left the building.

c) **0218/10 Frenchbeer Farm, Chagford**

Proposed general purpose agricultural building (18m x 9m)

Resolved: No objection

Cllrs Parrott and Mrs Hill returned to the meeting.

d) **0234/10 Westcott House, Chagford**

Proposed refurbishment and two storey extension to existing detached dwelling.

Resolved: The Council fully supports this application. Although the proposed extension is large, it is its opinion that it is sympathetic in scale and design with the existing building and significantly enhances the practical use of the existing space whilst incorporating a number of energy saving features. As such it satisfies the conditions of DNPA Policy COR 4

Cllr Sampson declared an interest in the following item and left the building.

e) **0747/08 13 Mill Street, Chagford – Amended Plan**

Proposed removal of flat roof and part of recent extension and addition of new pitched roof, new rear door and windows.

Resolved: The Council has no objection to the principle of the proposed amendments but feels that the design of the glazing pattern of the refurbished first floor window should match the design of the other existing first floor window.

Cllr Sampson returned to the meeting.

**66 Grant of Conditional Planning Permission – Noted:
0159/10 14, Meldon Road, Chagford**

Proposed creation of ground floor area at rear of house with access to garden.

67 DNPA Memorandum re public transport services

Information received from the DNPA (Mr Drysdale - Tourism Officer) indicates that there is little prospect of more bus services subsidised by the DCC. No bus operator is currently willing to provide services in the Chagford area at their own commercial risk therefore all services rely on financial support primarily from the DCC. The DNPA is committed to the Transmoor Link from Exeter to Plymouth. It was suggested that the situation could be improved by an increased awareness of the DCC car share scheme. A Memorandum received from Cllr Davies raised questions about the possibility of diverting buses passing through Easton Cross to Chagford on their way to Newton Abbot and Whiddon Down. It was also suggested that an alteration to the times of last buses from Exeter would improve the possibility of increasing commuting to work.

Resolved: i) The Clerk to write to Mr Drysdale setting out the need for diversions to Chagford on established routes; the need for DCC to flag up the car share scheme in this area and the need to adjust bus time tables to meet workers requirements. ii) copies to be forwarded to Cllr McInnes and Cllr Davies. iii) Cllr Parrott to seek the opinion of the Business Association on the matter.

68 National Park Forum – Cllr Parrott

A report of the National Park Forum held on 28th May 2010 was circulated to all Members. It gave an insight into the possibility of cutting services and the delegates were given a questionnaire to fill in to identify services that might be cut first.

An interactive planning event with Parish Councils is planned for November to include an introduction to the new Director of Planning. On 15th July there is to be a Community Planning Event in Endecott House and a Design Guidance document is due out later in the year.

Mr Norman Baldock gave an interesting talk on restoration of blanket bogs.

Cllr Parrott was thanked for his interesting report which was **Noted:**

69 DNPA Business Plan 2010 – 2013

Resolved: Cllr Bleakman to make an appraisal of the plan and report to the next meeting.

70 Chagford Recreational Trust AGM

The AGM meeting was stated by Cllr Bleakman to be very interesting. The past year has been challenging and noticeably the bar takings are down. The rental of the SKY Sports channel was cancelled and the cost of insurance was being examined in a cost saving drive. Equipment was lost during a break-in which was covered by insurance at its current value. Consideration is being given to the installation of a CCTV camera. Both the cricket and the ladies tennis teams are now in a new league.

Mr Ray Martin has been elected President and the Committee has been elected en bloc. Tribute was paid to the hard working volunteers for their commitment to the Trust.

Noted:

**71 West Devon Proposed Submission (Regulation 27) Core Strategy. (Min 45 refers)
Schedule of Changes**

Resolved: Cllrs Bleakman and Sampson to report to the July meeting in respect of similarity of interests between WDBC and DNPA affecting Chagford's interests.

GENERAL PURPOSES AND POLICY MATTERS

72 Cattle Grids

An e-mail from the Government Office for the North East states correspondence has been forward to the Devon County Council who will report on the progress of the cattle grid enquiry. **Noted:**

73 Standing Orders

The amended draft of the standing orders had been circulated to all Members.

Resolved: To adopt the Standing Orders with immediate effect. Proposed by the Chairman and unanimously agreed

74 FINANCIAL MATTERS

a) Chagford ESA – Final Year - Noted

A final payment in respect of the ESA scheme has been received in the sum of £79.44

b) Clerk's Salary – Noted:

Annual Increment

LCP1 SCP25 $£21,306 \div 52 \div 37 \times 15 \times 52 = £8,634.60 \div 12 = £719.55$ per month

75 ENVIRONMENT MATTERS

a) Environment Committee Report

Cllr Coombe circulated a detailed report of highway problems requiring attention and the Clerk indicated that this had been forwarded to the Highways Department on receipt of the report.

It was recommended that a new dog bin should be located on the grass verge at the entrance to the car park to replace the one currently in use at the entrance to Chagford House and a second bin be obtained for the approach to Padley Common.

It was suggested that the tree promised (Min 35 refers) should replace the dead tree next to the Health Centre.

The hedge between the Health Centre and the skate park needs cutting back and 2 wooden fence panels need replacing at the skate park.

The Pound Garden needs weeding and trimming.

There is a gap beneath the kissing gate where the ground has eroded. It needs filling to prevent dog access

Resolved: The Clerk to obtain further information re the cost of dog bins and refer to Finance Committee; the Environment Committee to arrange a meeting to deal with the Pound Garden; the Clerk to make arrangements for all other items including a letter to the Health Centre reminding them of previous requests for attention to this item and the need for urgency in the matter.

b) Jubilee Field Report

Cllr Jeffreys gave a very detailed report of conditions on the playing field and highlighted matters needing particular attention i.e. –

- i) footplate of wooden train breaking away.
- ii) surface beneath see-saw loose.
- iii) Large multiplay – handle loose; bolts need tightening; plastic cap cover missing on walkway.
- iv) pathways need sweeping
- v) steps need weeding
- vi) loose upright on machine gate to skate park
- vii) health centre fence missing a horizontal slat, another broken at one end. ? currently being used as an unauthorised access.

- viii) pic-nic table has splintered edge and an “ash tray” has been burnt into the centre and filled with cigarette ends.
- ix) skate park littered with plastic bottles and cigarette papers.
- x) tall weeds growing along leat requiring immediate treatment.
- xi) willows need pruning.

Resolved: the Clerk to deal with appropriate matters; the environment group to take action where necessary.

c) Safety Inspection & Risk Assessment

A copy of the safety inspection risk assessment was circulated to all Members and

Noted:

Arising: It was agreed that alternative quotes for this assessment should be sought before the next assessment becomes due.

76 Public Convenience Report

a) Cllr Jeffreys stated that apart from the gents loo floor being wet and malodorous, they were satisfactory. **Noted:**

b) An e-mail received from Dr. Bishop DNPA re possible loo cleaning grant has indicated that the matter will be considered after 22nd June when the DNPA know what funding they are likely to receive for 2010/11.

Resolved: The Clerk to make further enquiries early in July.

c) A letter received from the Manager of the Birdcage expressed concern that the public loos were being locked too early in the evening causing inconvenience to his customers because there are no facilities on his premises. He offered to co-operate with the Authority in closing the loos himself on three evenings a week. The letter was forwarded to the WDBC for consideration

Resolved: The Clerk write to the WDBC about this item with the suggestion that 7pm would also be more appropriate for travellers leaving the last bus. Copies of all of the relevant correspondence on this matter to be forwarded to Cllr Sampson.

77 Chagford Leat

a) Letter received from Hore Hill Trust agreeing to proposed work to be carried out.

Noted:

b) Letter received from Ms B. Hayter Hames on behalf of Lady Hayter Hames agreeing to work proposed to be carried out on the leat **Noted:**

c) A reported leak at the rear of 23 Nattadon Road was inspected by Cllrs Mrs Hill; Perryman and a DNPA representative. It is proposed that the bank of the leat be sandbagged temporarily and the problem observed to assess further action needed.

Resolved: i) the now defunct Leat Committee to be resurrected urgently; ii) the matter of a donation towards the DNPA and Dartmoor Trust funding be referred to the next Finance meeting; iii) The Clerk to place this on the Agenda for the next meeting.

78 DCC Highways

a) **Maintenance** (Min 462a refers)

A reply received in response to request for better communication system for problem reporting requests that all information passed to the local Highways Technician should be duplicated and logged on to the Devon County Website

www.devon.gov.uk/email.shtml

b) **Padley Bridge**

An inspection by Cllr Mrs Hill following completion of rebuild of Padley Bridge reported that the work had been carried out to an excellent standard. The Clerk subsequently wrote a letter to the bridge engineer congratulating his team on the standard of their work. **Noted:**

CLERK/CHAIRMAN'S REPORT

79 Extraordinary Meeting – April 2011.

Resolved: To hold the next Parish Assembly Meeting on 18th April 2011 prior to the Council's last meeting before the forthcoming elections **Noted:**

80 Civic Service

Arrangements have been made for the Civic Service to be held on Sunday 12th September 2010. **Noted:**

81 The Dogs (Fouling of Land) Act 1996 – Joint Partnership Scheme.

A letter from WDBC offering to extend the existing Partnership was received with an invoice for £ 453.00.

Resolved: As it was received too late for inclusion on the Agenda, it was agreed the Clerk should confirm acceptance of the offer and the account to be placed on the Agenda for the July meeting for payment.

CORRESPONDENCE RECEIVED

82 SLCC – Coming Your Way

Invitation received by Clerk to attend a course for cemetery management. Course to be held at Burnham-on-sea on 30th June 2010.

Resolved: To take no action at the present time.

83 Devon & Cornwall Constabulary

a) News Bulletin received from Inspector Hammond together with a Questionnaire re public contact and accessibility.

Resolved: Cllrs Mrs Haxton and Bleakman to confer and report to Council.

84 CCD Parish on Line

Information received re Ordnance Survey mapping now available to Councils on line for a joining fee of £20 and annual fee of £10. **Noted:**

85 Mayor of West Devon

Letter of thanks received from Cllr Mrs Alison Clish-Green for her attendance at the Parish Assembly meeting. **Noted:**

86 WDBC – Census Day 27th March 2011 – Noted:

87 ACCOUNTS FOR PAYMENT

£

The following accounts were approved for payment

a)	3407	Mrs P. Stone – May Salary	719.55
b)	3408	Mrs P. Stone – May post; electric; computer, petty cash	44.72
c)	3409	Mr B. Pell – Jubilee Park Maintenance 14/5/10 & 26/05/10	260.00
d)	3410	WDBC – Empty 1 litter bin from 1/10/09 – 31/3/10	48.27
e)	3411	WDBC – Empty 5 dog bins from 1/10/09 to 31/3/10	285.95
f)	3412	Mr J. Messling – repair fencing Jubilee Field	30.00

88 PUBLICATIONS/INFORMATION RECEIVED

The following publications were made available to members

- a) DALC Newsletter May/June 2010
- b) DNPA – Agendas – 4th June 2010.
- c) DNPA Business Plan 2010-2013.
- d) Village Green – June 2010.

The Meeting Closed at 9.45pm

Confirmation of the Minutes

Dated.....

Signed.....