

**Minutes of the Regular Meeting of the Chagford Parish Council
held at Endecott House on Monday 16th April 2012 commencing at 7.30pm**

Present: Cllrs Bleakman; Coombe; d'Arch Smith; Mrs Haxton; Mrs Hill (Chairman); Lloyd Hill; Parrott; Sampson; Shears; Ms Stead.

Apologies for absence were received from Cllrs Williams and Ms Thorn

In attendance the Clerk, Mrs Stone

396 DECLARATION OF INTEREST

Cllr Sampson declared an interest in Min 404a.

397 CONFIRMATION OF THE MINUTES

The Minutes of the Regular meeting held on 12th March 2012 were confirmed as a true record and signed.

MATTERS ARISING FROM THE MINUTES

398 Friends of St Michaels

The proposed new constitution for the Church and Churchyard Trust was circulated and discussed at length. The Trustees are to be the Churchwardens and three nominees from the Parish Council to serve for a period of four years.

Cllr Sampson indicated that he did not wish to be considered for re-election and was thanked for his previous service.

Resolved:i) Ms Belinda Hayter Hames; Mr Barnaby Dickens and Mr Denys Brewer be nominated to serve as Trustees.; ii) The matter be brought to the attention of the Parish Assembly Meeting on 19th April 2012.

399 Chagford & Hatherleigh Pay and Display Tariffs

The Chairman informed the meeting that the WDBC submitted four options for car park charges and were advised that option two was the most beneficial. This would enable the first hour of parking to 10am to be free of charge. The charges for the latter part of the day would be adjusted slightly to maintain the present budget requirement. Noted:

400 Annual Parish Assembly – 19th April 2012.

The Chairman advised the Council that it was unlikely the Chief Executive of the DNPA would be able to be present owing to a personal commitment. The WDBC annual report will be undertaken by Cllr Sampson, Ward Councillor. The Chief Executive of the Community Council of Devon will be giving a presentation on the possibilities of bulk purchase of heating oil to reduce costs to Parishioners. **Noted:**

401 Jubilee Park Playing Field Tender

The Director of South West Play has indicated that he is unable to carry out the schedule of works for the Jubilee Playing Field before May because of a large scheme currently being carried out elsewhere. The Chairman expressed the view that it would be preferable to carry out the work after the Diamond Jubilee celebrations.

Resolved: The Clerk to advise South West Play accordingly.

402 DCC Care Fare Scheme – Min 342 refers

A questionnaire was distributed to 690 households of which 36 were returned. 20 of those expressed in interest in a connection with the Exeter service; 16 preferred a connection to Okehampton; 28 expressed no interest

Resolved: The results of the questionnaire are to be forwarded to Mr John Richardson Dawes, DCC transport Officer, for his view with the suggestion that a report on the project carried out in Torridge might prove helpful.

403 URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

The Chairman drew attention to an invitation received for the Chairman and Clerk to attend a DALC meeting on "The Power of Competence" to be held on 25th April 2012 at a cost of £20 per head.

Resolved: i) Cllr Mrs Hill to attend. Mrs Stone is unavailable on that date; ii) to approve payment of £20.

GROUP/REPRESENTATIVES REPORTS

404 Development Control Matters

Cllr Bleakman reported the recommendations of the planning inspection group meeting held on 12th April 2012. attended by Cllrs Bleakman (Chairman); d'Arch Smith; Mrs Haxton and Lloyd Hill.

Cllr Sampson declared an interest in the following item and left the room

a) 0153/12 Percy's Chagford

Proposed alterations to existing house including two small extensions and loft conversion.

Resolved: The Council supports this application which it considers converts a small 1.5 bedroom property, set in a very large plot of land, into a sensibly sized 3 bedroom family home without undue extension of the existing footprint of the dwelling. The Council notes that there is a significant need for this type of family accommodation within Chagford Town to support its social and financial wellbeing. Although there might be some question about this proposal's compliance with Draft DMD24 the Council is of the opinion that the small extension to the footprint together with the use of the roof is such as to make this application acceptable.

The Council is also satisfied that the proposed elevation design, although modern compared with the existing structure, satisfies the DNPA design Guidance Document for alterations and extensions.

Cllr Sampson returned to the meeting

b) 0160/12 Little Thorn, Chagford

Proposed extension to existing house, replacement barn and workshop and retrospective change of use and alteration to piggeries to outbuilding for general storage.

Resolved: The Council objects to the details of this Application for the following reasons:-

- 1** The Council accepts the need for the refurbishment of the existing dwelling to bring it up to an acceptable modern day standard. However, it has concerns

regarding the large level of fenestration in the proposed extensions and particularly the size and design of the window to the first floor bedroom on the south east elevation, which it considered was out of keeping with the rest of the design and unnecessary given the number of other windows in this room. It also considers that the additional sun room extension on the first floor is an unnecessary addition onto an agricultural field and as such this element of the Application does not satisfy DNPA Policy COR4 a) & e)

- 2 The Council notes that the length of the proposed piggery is longer than the existing (reference drawings 2011-12-02 and 2011-1209). It was unable to confirm this in the site visit as the old structure/footprint has been completely obliterated by the work already undertaken. The Council notes that the stated use of the new structure is for dry storage ancillary to the house. The Council is unable to reconcile the need for all of this clean storage space, particularly given the high level of insulation, electrical power outlets and domestic style lighting, with the needs of a farming/small holding business or normal household storage. As such the Council considers that this is an unnecessary development and as such does not satisfy DNPA Policy COR 2 & 4
 - 3 The Council accepts that the demolition of some of the barns/outbuildings, particularly those near the farm is sensible. However it is concerned about the design of the proposed new barn, particularly the need for the first floor fully fitted kitchen and toilet/shower facility which it cannot reconcile with a farm building. The removal of this additional floor would also allow for a much lower profile building without any loss of the farming facilities. As such, the Council considers that this development does not satisfy DNPA Policy Core 4. The Council also believes that this element of the Application could be in contravention of retained policy HS7 and draft DMD Policy DMD23 in that it appears that the building is intended for accommodation ancillary to the main dwelling house.
- c) **Stinhall Farm, Chagford**
Proposed replacement annex to provide ancillary accommodation to main dwelling
Resolved: that if the Applicant able to demonstrate that the previous outbuilding had residential use ancillary to the main dwelling before its destruction in 2007, the Council would have no objection to the application subject to a condition that the dwelling created should be ancillary to the main dwelling and should not be sold or let as a separate unit of accommodation, with the exception of let to a person satisfying the local need condition reference DMD section 2.19.12. In reaching this decision the Council is unable to confirm the size of the previous outbuilding but based on the data provided believes that the proposed building satisfies DNPA policies COR4 and draft Policy DMD27.
However, should the Applicant be unable to demonstrate the previous residential use, the Council would object to this Application on the basis that it is an unnecessary development outside of the Local Centre or Rural Settlement, and does not satisfy the DNPA retained Policy HS7 or draft DMD Policy DMD24. In coming to this conclusion the Council noted the existing current approval to extend

the main dwelling house (Application 217/10) and the existence of other existing structures that could be developed should the applicant be able to demonstrate a need in accordance with the Policies.

d) 0168/12 Three Crowns Hotel, Chagford – Listed Building Consent.

i) Proposed renewal and repairs to existing thatch roof

Resolved: No objection.

Arising: Attention was drawn to the absence of a fire stop in the thatch roof between the Three Crowns Hotel and Endecott House. In the event of a fire there was a danger it could spread through all the thatched properties adjoining the Three Crowns.

Resolved: The Clerk to write to the DNPA drawing their attention to this fact.

ii) Letter received from Parishioner requesting the removal of white paint from the granite porch.

Resolved: Refer to DNPA Planning Department

e) 0085/12 Padley Hey, Chagford

Retrospective facing of rear house with granite over existing render and conservatory to rear.

An e-mail received from DNPA referred to the Council's request for a TPO to be placed on the southern boundary of this property. The Planning Team Manager states that the three mature black pine trees do not stand within the development site and are growing in a neighbourhood garden and it is not expedient to protect the trees with a TPO. **Noted:**

405 Construction of garage – O'er Hill Cottage. Chagford

Local residents express concern for the impact of a new garage adjoining their property. The garage in question was approved by the planning Authority in 2001 but was not started until recently. The garage, as built, is compliant with the Planning Approval in size and location with the exception of an additional side entrance door. As such the development at 23 New Street is in accordance with the approved planning permission. **Noted:**

406 Grant of Listed Building Consent - Noted

0606/11 Holystreet Manor, Chagford

Proposed internal and external alterations including construction of atrium, garden room, pool house and pool.

407 Grant of Conditional Planning Permission

a) 0082/12 Holystreet Manor, Chagford - Noted

Proposed creation of tennis court with associated fencing.

b) 0076/12 Wardens Workshop, Whiddon Farm and Park Farm, Chagford – Noted:

Proposed installation of 3.6KW Solar photovoltaic system on a timber ground mount in south facing position.

c) 0085/12 Padley Hey, Chagford – Noted:

Proposed retrospective facing of rear house with granite over existing render and conservatory to rear.

408 Governance Consultation on changes to National Park Governance.

Proposed changes to primary legislation through use of the Public Bodies Act 2011. It has been suggested that Members should not serve for more than 8 years and all Members should be elected. This gave rise to a feeling that the Authority could become subject to political overtones which was not desirable.

Resolved: The Clerk to inform the DNPA that whereas it supports the changes in principle, it is not clear what is meant by 8 years service for Members. Does this mean 8 years in total or continuous service and over what period or periods does this apply. Given the experience acquired during longer service, this should be used to full advantage.

409 GENERAL PURPOSES & POLICY MATTERS

410 FINANCE

- a) Cllr Parrott distributed and summarized the annual appraisal of the Council's income and expenditure which was adopted and **Approved**
- i) The Clerk has approached Mrs Hicks to conduct the internal audit for 2011/12 and she has agreed **Noted:**
- ii) The WDBC invoice for 30% contribution towards cost of public convenience maintenance in the sum of £1,940.60 was approved for payment and **Noted:**
- iii) The Diamond Jubilee Commemorative mugs have been received. **Noted:**
- b) **Chagford Commoners Association**
A payment in the sum of £33.64 has been received in respect of the HIS contribution. **Noted:**
- c) **Audit Commission**
Date of Audit for the year ending 31st March 2012 to be 11th June 2012. **Noted:**
- d) **Royal Mail Post**
In view of the proposed increase in postal charges it was suggested the Clerk purchase stamps at a discount for the time being.
Resolved: The Clerk be authorized to purchase £100 of stamps.
Arising: The Clerk drew attention to the heavy cost of posting large Agenda envelopes.
Resolved: Commencing from the AGM of the Council on 21st May 2012, all Agendas be e-mailed in advance and hard copies be available at the meetings. Like-wise, the Minutes will be circulated on e-mail and if Members require a hard copy they are to contact the Clerk and ask her to bring a copy to the next meeting.

ENVIRONMENT

411 Jubilee Park Monthly Inspection Report

Cllr Lloyd Hill'S report drew attention to safety surfaces lifting beneath the tractor and horse spring and the see saw. Two worn areas have appeared in the safety surface beneath the swings. There was a considerable amount of litter around the skate park and two litter bins were full.

Resolved: To improve liaison with the young people who previously removed litter and cleared the bins with a request that they continue to assist in this matter.

412 Queen Elizabeth II Fields Challenge

To receive a report of the site inspection held on 22nd March 2012.
Cllr Mrs Hill reported a site meeting with Mr John Chapman, Regional Manager SW, also attended by Cllrs Coombe; Ms Thorn; and the Clerk. Mr Chapman indicated that a draft Deed had been prepared and on receipt of a copy of the Land Registry document for the freehold title (DN586168) together with a copy of the Lease title and plan for the Tennis Club, the final Deed will be ready for signature at the next meeting of the Parish Council.

Resolved: The Clerk to forward the appropriate documents.

413 Public Convenience Monthly Inspection Report

Cllr Lloyd Hill stated the conveniences were noticeably cleaner following a deep clean ordered by the WDBC following our previous complaint. **Noted:**

414 Chagford Reservoir/Nattadon Hill

The anticipated letter from SW Water re water run off problems from parts of Nattadon Hill has not been received, neither has there been any response from the Hayter -Hames Estate, Owners of the land in question. **Noted:**

415 CLERK/CHAIRMAN'S REPORT

Granite Trough Planting

Volunteers have agreed to carry out granite trough planting as set out below-

i) Ms J Bell – long park, leat and church gallery	30.00
ii) Mrs A Griffiths – Lloyds Bank -	10.00
iii) Mr Licence – Cannon House -	10.00
iv) Mrs Lemieux – The Fountain -	20.00
v) Mrs Alford – Cross Tree -	25.00
vi) Mrs Fynn – Orchard Terrace -	10.00
vii) Mrs Anderson – Memorial Garden	30.00
viii) Mr Davey – The birdcage	10.00

Resolved: To approve payment

CORRESPONDENCE/emails RECEIVED

416 Diamond Jubilee Proposals

Mr A Guy (Natural England) has been given details and a map with regards to the proposed new willow path on the Commons and the Chairman is awaiting a reply. The Chairman thanked Cllr Ms Stead for marking out the pathway and Cllrs d'Arch Smith and Shears for their assistance.

The proposed artifact has not been chosen as yet. **Noted:**

417 Community Council of Devon – Devon Oil Collective

Correspondence received concerning a proposed collective for the bulk-buying of domestic heating oil. This subject is to be raised at the Parish Assembly when explanatory leaflets will be made available to persons wishing to participate.

Noted:

418 Okehampton Farmers Market Association.

Invitation received for Chagford Parish Council to support the Okehampton Farmers Market. Poster displayed on the Notice Board. **Noted:**

419 Subscription Renewals:- Approved for Payment.

- a) Devon Playing Fields Association - £36.50
- b) DALC – £295.62
- c) Local Council Review - £15.50

420 Two Hills Race

The two hills race will be held on Bank Holiday Monday, June 4th 2012. **Noted:**

421 St John Ambulance

Letter received suggesting purchase of a defibrillator for community use. **Noted:**

422 Dartmoor Commoners Council – Elections May 2012 – Noted:

Notice of Election Venue at Jubilee Hall on Tuesday May 22nd 2012, 7 – 8pm

423 Complaint of “Criminal Damage”

Letter received from Visitor following damage to his parked car. **Noted:**

424 ACCOUNTS FOR PAYMENT

£

The following accounts were approved for payment

a)	3621	Mrs P Stone – March Salary	719.55
b)	3622	Mrs P Stone – March post; electric; computer	34.31
c)	3623	Mrs P Stone – Reimburse purchase of Dell computer cartridges	101.89
d)	3624	Devon Playing Fields Association Annual Subscription	36.50
e)	3625	DALC Annual Subscription	295.62
f)	3626	Mr B Pell – Jubilee Field Maintenance – 06/03	135.00
g)		Direct Debit - British Telecom – Broadband services	32.97
h)		Granite Troughs	
	i)	3627 Ms Bell	30.00
	ii)	3628 Mrs Griffiths -	10.00
	iii)	3629 Mr Licence -	10.00
	iv)	3630 Mrs Lemieux	20.00
	v)	3631 Mrs Alford -	25.00
	vi)	3632 Mrs Fynn -	10.00
	vii)	3633 Mrs Anderson -	30.00
	viii)	3634 Mr Davey -	10.00
i)	3635	WDBC – 30% contribution for cleaning toilets	1,940.60
j)	3636	NALC for Local Council Review	15.50

425 PUBLICATIONS/ INFORMATION RECEIVED

The following publications were made available to members:-

- a) Local Council Review – Spring 2012.
- b) Village Green

**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)**

- 426** Two Tenders were received for the repair of jubilee field stone wall which adjoins Rectory Lane.
a) in the sum of £600.00 plus vat = £720.00
b) in the sum of £1,175.00 plus vat = (£1,410.00
Resolved: To accept the lower tender subject to an agreement to keep the site clear for safety reasons.

The meeting closed at 945pm
Confirmation of the Minutes

Dated.....

Signed.....