

Minutes of the Regular Meeting of the Chagford Parish Council held via Video Conferencing on Monday 8th June 2020 commencing at 7.30 p.m.

Present: Cllrs: Coombe, Mrs. Haxton, Mrs. Hill (Chairman), Mrs. Malseed, Parrott, Mrs. Phelps, Pope, Mrs. Printy, Shears, Ms Somme, Mrs. Stanbury and Williams.

In attendance: Cllr: Nicky Heyworth, WDBC, Ward Member, Cllr: James McInnes, DCC and two members of the public.

19. APOLOGIES FOR ABSENCE

There were no apologies for absence.

20. DECLARATION OF INTERESTS

Cllr: Coombe declared an interest in Minute 24(b)

Cllr: Pope declared an interest in Minute 24(d)

Cllr: Mrs. Printy declared an interest in Minute 24(c)

21. CONFIRMATION OF THE MINUTES

a) The Minutes of the Annual Meeting held on Monday 11th May 2020 were confirmed and signed as a true record.

22. MATTERS ARISING

a) **Bellacouch Development** – steps from Bellacouch to Bretteville Close (Min: 12(a) refers)

CG Fry have responded to the concerns raised regarding there being no barrier at the top of the steps from Bellacouch to Bretteville Close. “We build the adoptable highway in strict accordance with highways approved standards and this does not call for railings at the top of the steps, usually railings are only required when you can run directly from a footway onto road this is not the case due to there being steps. **Noted.**

23. URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

a) **Pony Access to Playing Fields and Fencing**

A letter has been received from Chagford Recreational Trust requesting Chagford Parish Council's permission to secure the playing fields so the ponies cannot gain access to the football/cricket pitches. The Trust are proposing to install a fence along the bottom of the banking, below the pitches, following a line that would join the two existing fences that run beside the drive on one side and the Commons on the other and approximately parallel to the bridleway. **Resolved:** Chagford Parish Council approved a Chestnut post and rail fencing with either a gate or stile. It was also agreed that the football club should be asked to fence their field against Padley Common Fence to make the playing field secure.

b) **Dartmoor Commoners' Council**

According to the Dartmoor Commons Act 1985, election meeting shall be held in each Quarter before 30 June 2020. Councillors due for election in the East quarter are Mr. John Jordan and Mr. Maurice Retallick, the date of elections will take place on Thursday 25th June 2020. **Resolved:**

Election Notices have been placed on the notice boards on the Market House.

c) 5 Requests for you

An email has been received from a Parishioner of Chagford with 5 requests for the Parish Council and Government. Since positive change can come from a crisis, we need to be conscious of the many options ahead. These include a change in work-life balance, environmental benefits, and creating a more just society.

1. Recognise community-based initiatives as the basis for a thriving society.
2. Invest in the long-term benefits of reducing pollution.
3. Promote eating, buying, and growing local produce.
4. Facilitate options for both employers and employees to work from home more.
5. Celebrate creativity, generosity, and kindness as a foundation for future initiatives to co-create the way to recovery. **Resolved:** to forward to Members. Chagford Parish Council have formed working groups to help with Climate Change. Chagford is already dealing with some of these issues.

d) The Financial Services Compensation Scheme

The Financial Services Compensation Scheme is an independent compensation fund which protects most depositors if anything happens to their bank. **Resolved:** to pass to the Finance Group.

24. GROUP/REPRESENTATIVES REPORTS

Planning Control Matters – Cllr: Parrott

a) Ref: 0152/20 The Old Fire Station, Manor Road, Chagford (Amended Plans)

Proposed: Erection of office. **Resolved:** The amended plans of the proposed building now being shown higher than the rear wall only enforces Chagford Parish Councils original decision that is over development of the site.

b) Ref: 0231/20 Highbury, Chagford

Proposed: New wool shed, workshop, shelter and restore and realign farm access. **Resolved:** to support the application due to an expanding business. However, the site should not be used for retail. Policy DMD1a, Policy DMD3, Policy DMD5, Policy DMD9, Policy DMD19, Policy DMD35.

c) Ref: 0244/20 2 Manor Drive, Chagford

Proposed: Conversion of existing garage into bedroom with shower and erection of new garage. **Resolved:** to support the application. Policy DMD4, Policy DMD24.

Grant of Conditional Planning

d) Ref: 0130/20 Westwinds, Broomhill, Chagford

Proposed: Alterations to existing house including roof coverings and dormer. Subject to conditions. **Noted.**

25. GENERAL PURPOSES AND POLICY MATTERS

a) Notice on 1 The Market House, Chagford

A letter from the Tenant of 1 The Market House, Chagford has given three months' notice to vacate. **Resolved:** let it be known that the shop will be available from September.

b) Specification for Repairs/Painting of the Market House

The Notice of Tender and Specification has been drawn up for the repairs and painting of the Market House. The Tender will be displayed on noticeboards and sent to local businesses for information.

Resolved: the Specification was agreed.

26. FINANCIAL MATTERS

a) The Internal Audit has been completed and signed by Mrs. Jill Hicks, Internal Auditor, in preparation for the Annual Return. **Noted.**

b) To approve the Accounting Statement 2019/2020 for the Annual Return for the year ending 31st March 2020. **Resolved:** to approve the Accounting Statement for 2019/2020.

c) Approval to pay Mrs. Jill Hicks for the Internal Audit. **Resolved:** to approve payment.

d) Approval to pay M.C. Locksmiths for cutting 6 mortice keys for the Chagford Public Conveniences. **Resolved:** to approve payment.

e) Approval to pay M.G. Guscott for cutting back the hedge and burn tops, supply and erect new fencing at the Chagford Cricket Ground. **Resolved:** to approve payment.

f) Approval to pay South West Water Business for services to the Market House. **Resolved:** to approve payment.

g) Approval to reimburse the Petty Cash. **Resolved:** to approve payment.

h) Approval to pay South West Play for the re-fit of the 4-way springer. **Resolved:** to approve payment.

i) Approval to pay the Clerk's Travel Expenses to deliver the Parish Councils accounts to the Internal Auditor. **Resolved:** to approve payment.

j) The Parish Council is in receipt of the HLS/UESL payment for the period 1st January to 31st December 2019. **Noted.**

k) Approval to pay RJ Austin for Grass Cutting. **Resolved:** to approve payment.

l) A request has been received from Chagford Conservation Group for a grant. **Resolved:** to pass to the Finance Group.

m) Approval to pay Ashfords Solicitors for Legal Services relating to the renewal of Leases of the Market House. **Resolved:** to approve payment.

n) Approval to pay ZOLL for CPR PADZ for the defibrillator. **Resolved:** to approve payment.

27. ENVIRONMENT

a) Jubilee Field Inspection Report – Cllr: Mrs. Hill

The red tape continues to be pulled down around the Skate Park. It has been reported that the Skate Park Ramp has protruding screws. Cllr: Coombe has spoken to Wez Cutler who has a supply of the right screws and has the tool to replace the screws, he will follow this up. The litter is appalling in both the Skate Park and Field with tins, plastic and glass bottles. Cllrs: Mrs. Hill and Coombe have installed the pale fencing making the road hedge secure. **Noted.**

b) Public Convenience Inspection Report – Cllr: Mrs. Hill

The Public Conveniences are still locked due to Covid 19. However, it is hoped that they will re-open on Monday 15th June 2020. There are still problems with the cistern in the Gents, but the plumber is due to deal with this prior to the 15th. The Clerk has now received keys from FCC and had keys cut for the Council. FCC will be giving the Public Conveniences a deep clean prior to opening. **Noted.**

28. CLERK/CHAIRMAN'S REPORT

a) Responsibilities of the Council

The responsibilities of the Council around the town were discussed for example the weeding of the Jubilee Field and whether a working group should be arranged to get rid of the stinging nettles, brambles, docks etc. **Resolved:** Cllr: Mrs. Phelps volunteered to weed the Jubilee Field.

b) VJ Day

Chagford Parish Council will continue to make preparations for VJ Day. At the present time the rules state that only six people may gather together. The rules are changing daily but hopefully by August lockdown may have eased further. **Noted.**

c) Standing Orders

Due to the Covid 19 and lockdown Parish Council Meetings have been carried out by Video Conferencing. The Parish Council therefore need to add a section in the Standing Orders regarding Remote Meetings Protocol and Procedures. **Resolved:** the Chairman and Clerk will prepare the amendment and circulate.

29. CORRESPONDENCE

a) Mayoral Award Winners

The winner in the Over 18 Category was June Wildman who is the founder member of the Tavistock Memory Café.

The 18 and Under Award Category has three praiseworthy winners this year. Christabel White, she is the leader for her local Brownies in South Zeal. Megan Letchford and Ella Kaye who set up a small enterprise called 'Charms for Change'. The final winner is for the Mayor's Green Award which goes to Frances Rickwood. Frances has worked at Okehampton Primary School for many years as Environmental Co-ordinator. **Noted.**

b) Anti-social Behaviour/Vandalism in and around Chagford

An email circulated by Thomas Wood the Area Ranger for the National Trust asking you to keep an eye out for anything unusual or suspicious in the area. There has been a spate of anti-social behaviour/vandalism centred around the Whiddon Park area. **Noted.**

c) Thoughts

A Parishioner of Chagford has had some thoughts/ideas for the Parish Council to consider.

1. A collection point to minimise delivery van traffic in the lanes.
2. In order to help local cafes could we not give over some or all of the disabled parking in the Square for outdoor café seating.

Resolved: with regard to a collection point for deliveries members felt this was something an existing business in Chagford could take on. Cllr: McInnes will talk to Highways regarding the issues of making the disabled parking in the Square for outdoor café seating.

d) Permission to fell trees

The owner of 32 New Street has asked permission of the Parish Council to fell dead trees at the back of this garden. **Resolved:** Chagford Parish Council cannot give permission to fell the trees, this is the responsibility of the DNPA Tree Officer. If access to garden via the Jubilee Field is required, the grass should be protected and any damaged made good.

e) Dog Control Consultation

A Public Space Protection Order deals with potential anti-social behaviour in an area which could have a harmful effect on the quality of life for those in the local community. WDBC want your views on a public consultation about Public Space Protection Orders for dog control in the District. The Public Consultation will start on Monday 1st June until Friday 31st July 2020. **Noted.**

30. ACCOUNTS FOR PAYMENT

a) Direct Debit – BT Telephone and Broadband Service (June)	52.13
b) o/l Mrs. S. Curtis – Salary	631.69
c) 4532 HM Revenue and Customs	157.80
d) o/l Mrs. S. Curtis – Expenses	20.00
e) 4533 Mr. J. Hicks – Internal Audit	55.00
f) 4534 M.C. Locksmiths – Cutting of Keys	28.80
g) 4535 M.G. Guscott – Fencing of Cricket Ground	2,550.00
h) 4536 South West Water Business – Market Hse Services	25.18
i) o/l South West Play – Repairs to 4-way Springer	468.00
j) o/l Mrs. S. Curtis – Travel Expenses	30.60
k) o/l Mrs. S. Curtis – Reimburse Petty Cash	92.09
l) 4537 R.J. Austin – Grass Cutting	350.00
m) o/l Ashfords – Legal Services	1,803.60
n) 4538 ZOLL – Defib Pads	94.80

The Meeting closed at 9.30 p.m.