

**Minutes of the Regular Meeting of the Chagford Parish Council
held at Endecott House on Monday, 8th August 2011 commencing at 7.30pm.**

Present: Cllrs Bleakman; Coombe; d'Arch Smith; Mrs Hill (Chairman); Lloyd Hill; Parrott; Sampson; Ms Stead; Ms Thorne; Williams and Mr D. Brewer (representing the Stannary Place Management Group)

Apologies for Absence were received from Cllrs Mrs Haxton and Shears

In attendance the Clerk, Mrs Stone

Prior to the Meeting, the Chairman welcomed and introduced Mr Brewer who had made a formal request to address the Parish Council with regard to the Stannary Place parking ballot. This was unanimously accepted.

Mr Brewer sought to clarify the implications of introducing either of the two options for parking control and produced documents relating to the adoption of the road by the Highways Department. He stated that the Highways Department had responsibility for the road surface which did not over-ride the existing ownership.

The Chairman stated that the ballot which was to be considered by the Council would have a bearing on how the situation was monitored and went on to invite Mr Brewer to remain for the result of the ballot.

108 DECLARATIONS OF INTEREST

- a) Cllr Coombe declared an interest in Mins 111; 115e; 120
- b) Cllr Mrs Hill declared an interest in Min 126
- c) Cllr Lloyd Hill declared an interest in Min 120
- d) Cllr Sampson declared an interest in Min 110
- e) Cllr Parrott declared an interest in Mins 115c & d
- f) Cllr Williams declared an interest in Min 117c

109 CONFIRMATION OF THE MINUTES

- a) The Minutes of the Regular Meeting held on 11th July 2011 were confirmed as a true record and signed subject to the addition of declarations of interest by Cllrs Coombe; Lloyd Hill and Williams in Min 102, being added to the Minutes and also the attendance of Cllr Ms Thorn.
- b) The Minutes of the Annual Parish Assembly Meeting held on 29th April 2011 were **Noted** and referred to the Parish Assembly in April 2012 for approval.

Cllr Sampson declared an interest in the following item and stated he did not participate in the ballot in respect of his property.

110 Stannary Place/Market Field – Parking – (Min 103b refers)

The Chairman reported that 29 letters were sent to residents of Stannary Place; Market Field; garage owners and residents and businesses adjacent to the area in question. The 19 responses received recorded 13 votes for Option One (to accept the Status Quo) and 6 votes for Option Two (to apply for a traffic control regulation).

Resolved: i) The Council unanimously agreed to accept the majority vote. It was considered this was the best outcome in the interests of the Town; ii) the Clerk to inform persons concerned of the outcome.

Cllr Sampson returned to the meeting.

MATTERS ARISING FROM THE MINUTES

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

111 Stone Lane Gardens

The Clerk reported that her attempts to contact the appropriate Officer of the WDBC in respect of obtaining permission for and the supply of a leaflet display board for the Market House, had proved fruitless as the member of staff was on leave. The Customer Service Department had given assurance she would contact the Council on her return but to date, no reply has been received.

Resolved: The Clerk to follow the matter up.

Cllr Coombe returned to the meeting

112 Chagford Library

Concern was expressed at the proposed reduction in Library Service hours and an indication received that the shortfall could be made with voluntary help.

Resolved: The Librarian to be invited to meet representatives of the Council to discuss the matter, the Representatives being Cllrs Mrs Hill; Sampson and Ms Thorn.

113 Bus Services

A communication from Cllr McInnes indicated that he and Mr Fishpool (DCC) were willing to attend the Council meeting on October 10th to discuss possible ways of improving links to other bus services.

Resolved: The Clerk to formally invite both Officers to attend the meeting on 10th October 2011.

114 URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

There were no urgent items to discuss.

GROUP/REPRESENTATIVES REPORTS

115 Development Control Matters

Cllr Bleakman reported the recommendations of the Planning Inspection Group meeting held on 4th August 2011, attended by Cllrs Bleakman (Chairman); Mrs Haxton; Parrott & Williams.

a) 0377/11 43 New Street

Proposed removal of recent rear extensions and the construction of a new rear extension

Resolved: The Council supports this application which it considers satisfies the DNPA Core Policies COR 3; 4 & 5 and retained Policy BL4

b) 0378/11 43 New Street – Conservation Area Consent

Proposed removal of recent rear extensions and the construction of a new rear extension

Resolved: The Council has no objection to the removal and replacement of the poor quality relatively modern structure on the western side of the property and its replacement with a new structure as set out in Application 0377/11. The Council is satisfied that the proposed actions are in accordance with DNPA Policy COR 5 and retained Policy BL4.

Cllr Bleakman reported the recommendations of the planning inspection group meeting held on 5th August 2011 attended by Cllr Bleakman (Chairman), Cllrs Mrs Haxton & Williams.

Cllr Parrott declared an interest in the following 2 items and left the room.

c) 0361/11 East Coombe

Proposed: Higher Barn: demolish existing block/asbestos shelters and yard and construct new timber/slate stock building. Shippon: replace cast iron roof with thatch and slate and reinstate internal wall.

Resolved: The Council strongly supports all aspects of the proposed development, which it believes will ensure the long term survival of these historic structures. The Council is of the opinion that the proposed development satisfies DNPA Core Policies COR 4 and 5 and retained Policy BL6

d) 0362/11 East Coombe – Listed Building Consent

Proposed Higher Barn: demolish existing block/asbestos shelters and yard and construct new timber/slate stock building. Shippon: replace cast iron roof with thatch and slate and reinstate internal wall.

Resolved: The Council supports this application. It is of the opinion that the works to be carried out are appropriate for a Listed Building and those within the curtilage of the Listed Building.

Cllr Parrott returned to the meeting

Cllr Bleakman reported the recommendations of the planning inspection group meeting held on 5th August 2011 attended by Cllrs Bleakman (Chairman); Parrott & Williams.

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

e) 0354/11 Gorselands, Chagford

Proposed installation of a 2.22KWp (12 panels) solar photovoltaic system on a ground mounted system to the rear of the garden.

Resolved: The Council supports this application which it considers satisfy the conditions of DNPA Core Policies COR 3 & 10.

Cllr Coombe returned to the meeting

116 Grant of Listed Building Consent - Noted

0165/11 Three Crowns Hotel, Chagford

Demolition of modern extensions; creation of new courtyard and extensions to rear; alterations to staff accommodation and associated internal alterations.

117 Grant of Conditional Planning Permission. - Noted

a) 0164/11 Three Crowns Hotel, Chagford

Demolition of modern extensions; creation of new courtyard and extensions to rear; alterations to staff accommodation and associated internal alterations.

b) 0227/11 Gregory's Forge, Gregory's Court, Chagford

Proposed single storey garden room extension incorporating existing outbuildings

Cllr Williams declared an interest in the following item

c) 0286/11 4, Valley View, Chagford

Proposed modifications to existing house to form a second storey.

118 DNPA – Local Development Framework – Chagford Site Specific proposals

(Min 88 refers)

Cllr Bleakman gave a summary of the proposals contained in the LDF document and stated there are matters of concern to the Parish particularly in regard to the proposed settlement boundary line that included the allotment area but excluded part of the conservation area. In the absence of a clear definition of the area of Historic Setting, that area should be removed from the plan until the definition was available.

Resolved: Cllr Bleakman is to prepare a full report of the LDF document for further consideration by the Parish Council at the next meeting before referring the matter to the DNPA.

119 DNPA 60th Anniversary Dartmoor Community Quiz.

Invitation received to participate in a Community Quiz organised by the DNPA to celebrate their 60th Anniversary. The events (2 rounds) will be held on 11th October and 25th November 2011 for teams of 6 people.

Resolved: The Clerk to advise the DNPA of their intention to enter a team; ii) the matter be placed on the Agenda for the Extraordinary meeting to be held on 22nd August to make appropriate arrangements.

Cllrs Coombe and Lloyd Hill declared an interest in the following item and left the room

120 Proper job (Min 87 refers)

In the absence of any response to the Clerk's correspondence in respect of a request for enforcement action, Cllr Bleakman informed the meeting that Mr Belli (DNPA) would be present at a meeting in Chagford the following day and he would speak to him on the matter.

Resolved: The Council to await the outcome of the discussion and receive a report at the next meeting.

Cllrs Coombe and Lloyd Hill returned to the meeting

121 West Devon Town & Parish Council Voice

The Super Link meeting held at Bratton Clovelly on 26th July was welcomed by Cllr McInnes and Cllr John Hart. Mr Sheard CEO (WDBC) updated on the progress of the Localism Bill. He went on to state that WDBC would have a commissioning role and not a Provider role hence the Parishes would be expected to take more responsibility and work together. During the workshops that followed, the future of Parishes was discussed and it is perceived that communication should be from the Parishes upwards. The number of Link Committees was questioned but it was ultimately decided that the three Link Committees would be retained. The next meeting of the Eastern Link Committee is to be held at South Tawton on 8th September 2011. **Noted:**

122 Planning Workshop

A written statement of the Minutes of the Planning Workshop held at Parke on July 14th were forwarded by the DNPA. 23 Parishes were represented by 56 attendees and 9 members of the DNPA. The Council was represented by Cllrs Mrs Hill (Chairman), Bleakman; Mrs Haxton and Cllr Parrott.

The National Park Design Guide has been through a public consultation exercise and positive comments had been received. The guide will be sent in its final form to all Parish Councils as a paper copy with a disc copy.

Parish Councils are invited to comment on the pre application advice service.

There was much discussion concerning the need for better understanding of planning related applications and the challenges the Authority faces with regard to enforcement and monitoring.

Parish Councils expressed the view that they should be permitted to speak last rather than first at DNPA meetings but was told that applicants should always have the final right to reply. **Noted:**

GENERAL PURPOSES & POLICY MATTERS

123 The General Purposes working group held a meeting on 25th July 2011 to discuss the following, reported hereunder:-

a) **Emergency Plan.** Cllrs Mrs Hill and Ms Stead will work together to formulate the many ideas and notes which have been brought forward from previous meetings. **Noted:**

b) **Toilets** The Parish Council's offer to the WDBC to contribute 30% of the annual charge to the Parish for maintenance remains unanswered. It was agreed a further meeting with the WDBC is necessary.

Resolved: Cllr Sampson to pursue this item.

- c) **Car Parking** In view of the possibility of a rise in car parking charges it was thought advisable to meet with the Business Association to discuss the matter prior to any meeting with the WDBC.
Resolved: A meeting with the Business Association to be arranged.
- d) **Play Equipment** The plan to replace play equipment is on hold for budgetary reasons at the present time but it was deemed necessary to repair the safety surface under the see- saw and attempt to clean the bo-peep unit, the horse and tractor. Members of the group were advised to visit other play areas and seek advice with regards to funding and planning improvements. **Noted:**
- e) **Mr Tappenden's Question** raised at the Annual Parish Assembly re emergency services was discussed. And it was **Resolved:** that a letter be sent detailing the Council's measures in dealing with such matters jointly, with other Authorities and he be invited to attend a General Purposes Group meeting when the matter is raised again.
- f) **Tourism** Being mindful of the importance of Tourism it was felt it would be beneficial to meet with the Business Association to discuss the publication of a new tourist guide.
Noted:
- g) **Burial Ground** It was deemed necessary to begin making enquiries about a possible site for the new burial ground. **Noted:**
- h) **Allotments** A Councillor has been approached concerning the need for more allotments.
Noted:

124 WDBC Review of Polling Districts and Polling Places.

A letter from WDBC indicated a review of Polling Districts and Polling Places was being undertaken under Parliamentary Election Regulations 2006. Parish Councils have been invited to comment on the proposals by 31st August 2011.

Resolved: The Clerk to inform the WDBC that the Council was quite satisfied with the arrangement that the poll took place in the Jubilee Hall. The Clerk was asked to request that unlike this year, the previous arrangements were reinstated in order that the count takes place in the Jubilee Hall for both Parish and District immediately following the close of the Poll.

FINANCE

125 Chagford Conservation Group (Min 93 refers)

Further consideration to a request for a Grant towards insurance costs was given following a receipt of a statement of accounts.

Resolved: A Grant of £200 to be approved.

Arising: The Chairman drew attention to an account received from Bowdens for the purchase of Hammerite paint for use in painting the Macnamara seats. The Council did not have prior knowledge of this account.

Resolved: i) the Clerk to write to the Conservation Group and explain it was a requirement that all purchases should first be requested from the Clerk to meet Local Authority Auditing procedures; ii) The Council's appreciation be expressed for the work carried out on their behalf.

Cllr Mrs Hill declared an interest in this item and left the room. Vice-chairman Cllr Parrott took the Chair.

126 Chagford Flower Festival

The Council wished to express their appreciation of the contribution by Cllr Mrs Hill towards the Council's entry in the flower festival. It was a difficult site extremely well decorated. The flowers bought from the local florist produced an account for £143.47.

Resolved: Cllr Mrs Hill be reimbursed for this amount.

Cllr Mrs Hill returned to the meeting and returned to the Chair.

ENVIRONMENT

127 Cllrs Parrott & Sampson reported that there was nothing to add to previous reports save that the multiplay was in need of attention.

Resolved: Cllr d'Arch Smith be invited to carry out the repairs he has advised.

128 Cllrs Parrott & Sampson indicated that the loos were satisfactory. **Noted:**

129 Grit Bins (Min 129 refers)

The additional grit bins promised by Cllr McInnes for installation by the Highways Department have still not materialised.

Resolved: i) The Clerk to write to the Highways Department and Cllr McInnes stressing the need for this to be done before the winter sets in; ii) Cllr McInnes to be asked if it is possible to acquire an additional 5 bins.

130 CLERK/CHAIRMAN'S REPORT

a) WDBC Officers Retirement

The Chairman read a letter from Lesley Halton of thanks and appreciation of the Council's good wishes following her retirement. **Noted:**

b) Diamond Jubilee

A letter to the Chairman from Sir Peter Squire indicated the Lord Lieutenant's wish that local communities should plan their events to take place over the extended Bank Holiday for the Queen's Diamond Jubilee Celebrations. A Buckingham Palace Press Release states that the following programme has been planned:-

Saturday 2nd June The Queen will attend the Epsom Derby

Sunday 3rd June The Diamond Jubilee Big Lunch.

The Thames Diamond Jubilee Pageant The Queen, in the Royal Barge, will lead a flotilla of up to 1,000 boats

Monday 4th June 2012 There will be a televised Concert at Buckingham Palace and a network of 2012 beacons will be lit across the Kingdom

Tuesday 5th June 2012 A service of thanksgiving at St Paul's Cathedral to be followed by a formal carriage procession. **Noted:**

CORRESPONDENCE/emails RECEIVED

131 DCC – Commons Act 2006 – Notifications – Noted:

a) Land at Lower Hurston Farm

b) Land, formerly part of Hole Farm, Chagford

132 Road Closure – Crossways to Teign Marsh

Details received of a road closure notice for Western Power in respect of installation of overhead cables to be carried out between October 3rd to 13th 2011. **Noted:**

133 Tour of Britain Cycle Race 2011

Details received of the proposed route for the Tour of Britain Cycle Race around Devon. Taking place on 15th September, starting at Exeter Cathedral and ending at Exmouth.

The route will pass through the Parish on the A382 between Moretonhampstead and Whiddon Down, also between Postbridge and Moretonhampstead. Initially the race comes down the old A30 goes from Whiddon Down to Bovey Tracey over the moor to Postbridge and back to Moretonhampstead returning to Whiddon Down and off towards Bow. The roads will be closed for this event it is expected that they will arrive back at Whiddon Down at 13.00hrs approx.;

Resolved: To forward the information to the Chagford Primary School. And encourage Parishioners to go and cheer them on.

134 New Burial Ground

Letter received from Mrs Yuli Somme offering advice on the acquisition and setting up of the proposed new burial ground.

Resolved: A letter of thanks for her interest and advice be forwarded to Mrs Somme

135 OCRA – Okehampton Running Club

Invitation received to join Okehampton Running Club in a fun run in Chagford on 9th August 2011 at Chagford Cricket Club commencing at 6.30pm. (Free entry). Poster displayed on Notice Board. **Noted:**

136 ACCOUNTS FOR PAYMENT

The following accounts were approved for payment

	£
a) Direct Debit - BT – broadband services	31.62
b) 3538 - Mr J Messling – Repairs to fence panels – Jubilee Park	62.00
c) 3539 - Mrs G Hill – Reimbursement for Flower Festival expenses	143.37
d) 3540 - Chagford Combined Charity – Endecott House hire – 1/4/11 to 30/9/11	141.00
e) 3541 - Mr M Palmer – Hammerite paint (from Bowdens) for seat painting	41.96
f) 3542 - DALC – Councillors Training Fee – Cllr d’Arch Smith	52.80
g) 3543 – Mr B Pell – Jubilee Field Maintenance – 04/07	135.00
h) 3544 - Mrs P Stone – July Salary	719.55
i) 3545 - Mrs P Stone – July post; electric; computer	28.70
j) 3546 – Chagford Conservation Group – Grant for Insurance purposes	200.00

137 PUBLICATIONS/INFORMATION RECEIVED

The following publications were made available to Members:-

- a) South Hams/West Devon Councils – Responding to Major Emergencies
- b) The Playing Field – Summer 2011
- c) Senior Council for Devon – Everyone’s tomorrow – July 2011
- d) DALC – Newsletter July/August 2011
- e) DNPA – Agendas 5th August 2011.

The Meeting Closed at 9.50pm
Confirmation of the Minutes

Dated.....

Signed.....