

**Minutes of the Regular Meeting of the Chagford Parish Council
held at Endecott House on Monday 8th December 2008 commencing at 7.30pm.**

Present: Cllrs Bleakman (Chairman); Coombe after Min 236; Davies; Mrs Haxton; Mrs Hill; Jeffreys; Mrs Milton; Parrott; Perryman;

Apologies for absence were received from Cllrs Geering; Sampson; Ms Thorn.

In Attendance the Clerk Mrs Stone

229 DECLARATIONS OF INTEREST

There were no declarations of interest.

230 CONFIRMATION OF THE MINUTES

The Minutes of the Regular Meeting held on 10th November 2008 were confirmed as a true record and signed subject to a correction in the spelling of Cllr Jeffrey's name in Min 214d

MATTERS ARISING FROM THE MINUTES

231 M.V. Kestor

To receive a response from the Chagford Combined Charity re possible placement of the model M.V. Kestor in Endecott House. The Council has not received a reply to date but it is understood the request has not been received favourably.

Resolved: To await a response from the Combined Charity Trustees.

232 Rowan Tree

The dead Rowan tree has been removed from the Square by Mr. Pell and the DNPA Trees Officer has been informed. The remaining stump has been temporarily covered until the Highways department remove the root. **Noted:**

233 Dedication of Memorial Garden

It was reported that the two inscribed granite slabs; seat donated by the Bulletin and the mosaic are now in place and the garden is ready for dedication on 9th December 2008. Among the guests invited are the Chief Executives of the DNPA and WDBC and the Mayor of West Devon. Past Members of the Fire Service involved in dealing with the fire will also be in attendance. A Christmas tree on the site will be lit for the occasion.

Noted:

URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

234 Merrymeet Junction Signage

Concern has been expressed at the inability for drivers to identify the turn offs from Exeter to Chagford and from Okehampton to Chagford at the Merrymeet junction. Signage is too close to the run offs for drivers approaching in the off side lanes to turn into the run offs when they see the signs.

Resolved: The Clerk to write to the Highways Authority advising that the distance from the sign to the exit and the length of the run offs are too short and dangerous.

235 Car parking/Unloading Bay

Arising Attention was drawn to the unloading bay opposite the Globe Inn and parking bays at Crossways Junction both of which were going to be considered for removal by the Highways Authority following the introduction of parking restrictions.

Resolved: The Clerk to remind the Highways Authority of their obligation and request urgent attention to this item.

236 Unloading Bay Signage

There seems to be confusion in the interpretation of the signs indicating unloading and loading/unloading bays in that drivers are parking in bays strictly reserved for use by deliveries to retail premises instead of using short term bays intended for general use.

Resolved: The Clerk to write to the Highways Authority asking for clarification on the signage which can then be drawn to the attention of all drivers and parking wardens.

Copies of all letters to be forwarded to i) WDBC; ii) Eastern Links Committee; iii) Cllr J. McInnes; iv) Chagford Business Association

GROUP/REPRESENTATIVES REPORTS

237 Development Control Planning Applications

Cllr Bleakman reported the recommendations of the Planning Group meeting held on 26th November 2008 attended by Cllrs Bleakman (Chairman); Davies; Mrs Haxton; Jeffreys & Mrs Milton.

a) 0893/08 Canon House, 5, The Square, Chagford – Amended Plan

Proposed change of use of part of ground floor to established commercial use.

Conversion of first and second floors from one dwelling to two maisonettes.

Resolved: To ratify the decision forwarded to the DNPA after consultation with all Members in order to meet the required deadline.

Cllr Bleakman reported the recommendations of the Planning Group meeting held on 28th November 2008 and attended by Cllrs Bleakman (Chairman); Davies; Mrs Haxton & Mrs Milton.

b) 0716/08 Lower Jurston Farm, Chagford – Listed Building Consent

Proposed replacement of courtyard gate and front door

Resolved: The Council supports this application which it considers more sympathetic to the design and history of the group of buildings.

Resolved: No objection

c) 0717/08 Lower Jurston Farm, Chagford – Listed Building Consent

Proposed removal of downstairs cloakroom

Resolved: No objection.

d) 0718/08 Lower Jurston Farm, Chagford – Listed Building Consent

Proposed alterations to upper parlour.

Resolved: No objection.

e) 0719/08 Lower Jurston Farm, Chagford – Listed Building Consent

Proposed installation of central heating and under floor heating system

Resolved: The Council is supportive of the principles of this application. However, it has concerns that any vertical pipe work between the upper and lower floors of the dwelling should be installed so that it does not impact the original structure of the building.

f) 0720/08 Lower Jurston Farm, Chagford – Listed Building Consent

Proposed modernisation and reconfiguration of bathrooms

Resolved: The Council is supportive of the principles of this application. However it is very concerned that the use of MDF as a screening to block off the historic doorway between the bedroom and old bathroom is an inappropriate material and this element of the proposal be subject to further consideration with the DNPA historic buildings Officer.

g) 0729/08 Collihole Farm, Chagford – Listed Building Consent

Proposed regularisation of plan form.

Resolved: No objection.

The following two items were received too late for inspection.

Resolved: The Planning Inspection Group to make a recommendation; circulate it to all members and relay decision to DNPA by 29th December 2008 under delegated Authority.

h) 0747/08 13 Mill Street, Chagford

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

i) 0748/08 13 Mill Street, Chagford – Listed Building Consent

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

238 Grant of Conditional Planning Permission - Noted

a) 0632/08 Westcott Park, Adley Lane, Chagford

Proposed two storey extension and new garage.

8 Grant of Listed Building Consent

a) 0576/08 Northhill Farmhouse, Chagford – Listed Building Consent

Proposed internal alterations **Noted:**

b) 0571/08 Northhill Farmhouse, Chagford

Proposed front door and frame, fixing of original ironmongery and formation of glazed opening. **Noted:**

239 Planning In Your Parish Conference

Cllr Bleakman's report re conference held on 15th October 2008, deferred from last meeting is still incomplete. It will be made available for the next meeting. **Noted:**

240 DNP Forum

Cllr Parrott regretted he was unable to attend the Forum on 28th November 2008. Minutes of the meeting will follow. **Noted:**

241 DNP – Microchipping Granite Troughs

A letter received from DNP advises application for an Historic Features Grant to offset cost of micro-chipping 21 troughs. Overall cost will be £250 of which Chagford Parish Council is asked to contribute £50.

Resolved: The grant application to be submitted and a contribution of £50 to be approved.

242 Eastern Link Committee Report

Cllr Mrs Hill reported discussion by the East Link Committee dealing mainly with crime statistics; a Senior Council and Parish Plans. With regard to the Local Government Review, it is understood that East Devon are to ask for a Judicial Review prior to the next decision which is due on 17th December 2008.

Mr. G. Greenaway talked about the Clean Neighbourhood Act and stressed the need for fully trained Officers to implement any penalties which need to be pursued. **Noted:**

243 Dartmoor Commons Owners Association

Dartmoor Commons Owners Association had written to the Council requesting an annual of £25 for commons up to 2,000 acres. Chagford Parish Council has been invited to subscribe.

Resolved: To decline the invitation.

FINANCE GROUP

244 Cllr Mrs Hill circulated a detailed report of the financial status of the Council to date following the meeting of the Committee held on 2nd December 2008. In effect, there is a need to increase the precept to keep pace with current costs and be in a position to add further funds to the Capital Account particularly as there will soon be a need to upgrade play equipment and safety surfaces in the Jubilee Park Playing Field.

Resolved: To increase the precept to £27,000 and the Clerk to notify the WDBC accordingly.

- 245 The CCD Finance Training Meeting held on 25th November 2008 at Bridestowe Village Hall was considered by the Chagford Representatives not to be beneficial to the Council's administration. However, the Representatives consider that there is still a need for a good financial training course that relates to Parish Councils. **Noted:**

ENVIRONMENT GROUP

246 **CCD Sport & Play for All**

Cllr Coombe attended a workshop on 5th December 2008 at Spreyton Village Hall. Parishes were advised to be aware of the need to upgrade their equipment and consider the needs of the disabled and deaf. Some facilities have experienced difficulties arising from wheelchairs being too wide to enter the gateways. Attention was drawn to a large number of Grants available for the installation of play equipment.

Resolved: Cllr Coombe (Chairman) and the Vice-Chairman to meet to discuss the possibilities and report to Council.

247 **Public Convenience Inspection Report**

Cllr Coombe gave a favourable report on the condition of the public loos. **Noted:** It was reported that the lights do not come on in time for people who arrive on the early bus – 7am.

Resolved; The Clerk to bring this matter to the attention of the WDBC.

248 **Jubilee Park Inspection Report**

- a) Cllr Coombe inspection of the Jubilee Park found it to be in very good condition. There has been no further deterioration in the safety surfaces however it will be necessary to reinforce areas where grass is being eroded away. The bolts on the multiplay unit have been dealt with. In addition, seats on the cradle swings are beginning to crack. Loose and missing panels on fencing are still awaiting attention.

Resolved: The Clerk to order 2 metres of Enviroscope at approximately £14 per metre to repair damaged grass areas.

- b) Messrs Northway have indicated to the Clerk that they can trim the road hedge of the Playing Field for a sum not exceeding £50.

Resolved: The Clerk to accept the estimate.

249 **Bus Shelter**

An environment group meeting has yet to be arranged to determine the position of a proposed bus shelter

Noted:

Clerk/Chairman's Report

250 **Chagford Primary School**

The Headmaster of the Chagford Primary School, Mr. J. Stone, is to leave his post at the end of term to take up appointment in another school. The Clerk has written a letter of appreciation of his services and wished him well in the future. **Noted:**

251 **Western Power**

Western Power has sought permission to erect new poles along the churchyard wall in January. They were advised to speak to Area North Highways. At a seminar held by Western Power, attended by Cllr Davies, it had been stated that where poles needed to be renewed in conservation areas, the wires would be laid beneath ground.

Resolved: The Clerk to write to Western Power requesting adherence to this policy.

GENERAL PURPOSE & POLICY REPORTS

252 Boundary Committee Review

- a) WDBC Update received re Boundary Review. **Noted:**
- b) Copy correspondence to Boundary Commission received from Mr. N. Barker, Manor Drive. **Noted:**

253 Rural Services Community Network

Participation invited in Rural Services Network Scheme to co-ordinate exchange of views and information countrywide.

Resolved: The Clerk to register the Council's membership of the scheme and forward a copy of the correspondence to the Link Committee.

254 Clean Neighbourhood Act – (Mins 48; 221 refer)

Information is awaited from the Borough Solicitor concerning the depth of service she is able to offer in respect of enforcement of penalties and costs involved etc. She will forward further details when they become available. In the ensuing discussion it was felt that it would accelerate the project if a joint meeting took place between the WDBC Environment Officer; Dog Warden; Borough Solicitor; Cllr Bleakman; Mrs Hill; Cllr Sampson (Ward Councillor); Cllr Davies.

Resolved: The Clerk to make the necessary arrangements for a meeting on January 26th 2009 at 7.30pm.

CORRESPONDENCE RECEIVED

255 Chagford Combined Charity

- a) To note end of Mrs M. Jeffrey's 4 year term of office as Trustee of the Chagford Combined Charity. It is understood Mrs Jeffreys is happy to stand again if required to do so.

Resolved: To thank Mrs Jeffreys for her kind offer and notify the Combined Charity Trustees of her further appointment.

- b) Endecott House Charging Rates for 2009.

Endecott House charging rates for 2009 are to increase by £22 per annum to £282.

Noted:

256 Road Closure Notices

- i) **Sandy Park, Chagford**

Monday 23rd February – Thursday 26th February 2009

Utility Work, Fujitsu Telecommunications

- ii) **Biera View – Dovecote, Chagford**

Wednesday 18th February – Friday 20th February 2009

Lay ducts in carriageway and verge.

257 West Devon CVS

Information received re proposal to implement charge for membership. **Noted:**

258 Information Commissioner's Office

Freedom of Information policy to be made available from the 1st January 2009. The new details specify what areas are to be made readily available to the public on payment of charges set by the Councils for photocopied material.

Resolved: The Chairman; Vice-Chairman and Clerk to discuss possible charging rates and report to Council.

259 Zebra Crossing/Street Lighting

Mr N. Allison requests i) installation of a zebra crossing from Bretteville Close to Lamb Park; ii) Deflection of light on Churchyard footpath away from his property.

Resolved: The Clerk to write to Mr. Allison that his request with regard to the footpath light will be referred to the Lighting Engineer and ii) the need for a zebra crossing will

be included in future discussions relating to highway improvement for the new development at the Bretteville site.

260 ACCOUNTS FOR PAYMENT

a)	3147	Mrs P. Stone – November Salary	695.64
b)	3148	Mrs P. Stone – November post; electric; computer	43.86
c)	3149	Mrs P. Stone – Reimbursement petty cash for plants purchased for Memorial garden	59.87
d)	3150	Mr J. Sheridan – Maintenance Jubilee Field – November	231.25
e)		Direct Debit – Tiscali broadband services	28.96
f)	3151	Neat Ideas – card; envelopes etc	40.03
g)	3152	Chagford Swimming Pool	500.00
h)	3153	Chagford Churchyard maintenance	750.00
i)	3154	Celt for Wood and Willow	50.00
j)	3155	West Devon Citizens Advice Bureau	75.00
k)	3156	Teignbridge Citizens Advice Bureau	75.00
l)	3157	Okehampton Ring & Ride Group	75.00
m)	3158	Jubilee Hall Refurbishment	500.00
n)	3159	Mr. Ben Pell – Removal of dead rowan tree	50.00
o)	3160	Streetmaster – Purchase & delivery of garden seat	509.95
p)	3161	Williams & Triggs – hand cut granite step for memorial garden	1281.75
q)	3162	Cllr Bleakman – balance of Chairman’s allowance	100.00
r)	3163	Chagford Business Association – Christmas trees and lights	120.00

261 PUBLICATIONS/INFORMATION RECEIVED

- a) South Devon & Dartmoor Community Safety Newsletter – Autumn
- b) Charity Commission News – Autumn 2008
- c) DNP – Edward Morshead Award 2008.
- d) West Devon e-connect – November 2008
- e) DNP – Agendas 5th December 2007.
- f) West Devon Community Services – Newsletter
- g) Devon Talk – Winter 2008
- h) Village Green – December issue

The Meeting Closed at 9.10pm
Confirmation of the Minutes

Dated.....

Signed.....