

**Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 9<sup>th</sup> September 2019 commencing at 7.30pm**

**Present:** Cllrs: Coombe, Mrs Haxton, Mrs Hill ( Chairman), Mrs Malseed, Mrs Phelps, Mrs Printy, Ms Somme, and Williams.

**In attendance:** Cllr:Nicky Heyworth WDBC Ward Member

**63. APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs: Parrott, Pope, Mrs Stanbury and Shears. And the Clerk Mrs S. Curtis

**64. DECLARATIONS OF INTEREST**

Cllr: Coombe declared an Interest in Minute (68h)

Cllr: Mrs Debbie Phelps declared an interest in Minute (68b)

**65. CONFIRMATION OF THE MINUTES**

The Minutes of the Regular Meeting held on Monday the 12<sup>th</sup> August 2019 were confirmed as a true record.

**66. MATTERS ARISING**

**a) The Market House (Min: 12 (a) refers)**

(i) The Chairman reported that she had a telephone Consultation with the Solicitor with regard to the leases for the Tenants, she is now waiting for a draft copy to be forwarded for the Council to approve prior to copies being sent to the tenants. **NOTED**

(ii) The Chairman has spoken to the owner of Pizza Van about the use of electricity from the Market House. It has transpired that she was given permission by one of the Tenants to plug into the supply. It was explained that the Market House is under the Parish Council's jurisdiction and unfortunately the Parish Council cannot support having trailing cables across the parking Bays in the Square. The Owner understood and has a generator which she normally uses but had had complaints in Chagford about the noise it made. **Resolved:** The Chairman will speak to the Tenant and explain that Public Liability Insurance will not provide cover for a third party, and secondly the Market House needs to be locked overnight.

**b) The Recreational Trust Lease (Min: 164(b) refers)**

The Chairman reported that she had been contacted by the solicitor for WBW requesting information with regards to the signing last year of the Variation to the Recreational Trust Lease by the Chairman and Vice Chairman. At present the lease is still with the Land Registry, but the solicitor is hopeful that all the questions have now been answered. The Lottery Fund will not release the remainder of the grant to the Recreational Trust until the Land Registry are satisfied. **Noted**

**67. URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION**

**a) Date of Meeting:**

The Chairman has had a request from the Film Festival asking the Parish Council to relinquish the Booking of Endecott House on Monday September

23<sup>rd</sup> 2019: **Resolved:** That at present the Parish Council have not arranged any business for the 23<sup>rd</sup> September, therefore the Council will reserve Monday the 30<sup>th</sup> September for an extraordinary Meeting if necessary.

**b) Dartmoor Local Plan**

The Chairman reminded Councillors that the Consultation for the revised Dartmoor National Park Local Plan commences on 16<sup>th</sup> September 2019. There will be a Consultation Event at Endecott House on 26<sup>th</sup> September 16.00hrs- 19.00hrs. The Chairman encouraged members to attend in order to be able to understand the changes which have been made. **Noted**

**c)** The Chairman also reminded the Council that Cllrs: Shears and Mrs. Stanbury are attending the Local Plan workshop at Parke on September 17<sup>th</sup> 14.00hrs -16.00hrs. **Resolved:** that the Chairman will contact the respective Councillors to remind them, and encouraged others to ensure that their questions were passed to the representatives.

**68. GROUP/ REPRESENTAIVES REPORTS**

**Planning Control Matters**

**a) Ref: 0384/19 Forder Farm Chagford**

Proposed Conversion of barns to provide three holiday units

**Resolved:** To support the application for the following reasons COR1: COR2: COR3: COR4: COR 19: COR20: DMD 1a:1b: DMD 5:DMD7: DMD8: DMD9: DMD10:

**b) Ref: 0387/19 1.Manor Drive, Chagford**

Proposed alterations and extensions to form a new front entrance and extension to the garage and single storey extension on the north west gable. Resolved to support the application for the following reasons. COR1: COR4: DMD4: DMD7: DMD24:

**Listed Building Consent**

**c) Ref: 0384/19 Forder Farm Chagford**

Proposed Conversion of Barns to three holiday units:

**Resolved:** The Parish Council does not have the necessary skills and qualifications to comment on this application.

**Grant of Conditional Planning Permission**

**d) Ref: 292/19 2, The Acre, Chagford**

Rebuild existing conservatory to create a sun room, insert velux window in the garage roof, adaption of existing dormer and additional first floor window on west elevation. **Noted**

**e) Ref: 0202/19 Holystreet Manor, Chagford.**

Erection of field barn to replace existing barn/field shelter. **Noted**

**f) Ref: 0323/19 Meldon View, Mill Street, Chagford**

Alterations to existing dwelling and construction of rear extension **Noted**

**Appeal Decision.**

**g) Ref: 0561/18. The Old Fire Station, Manor Road, Chagford**

Erection of Office : The Appeal was dismissed due to the effect of the proposal on the character and appearance of the area. **Noted**

**h) Ref: 0484/18. 22, The Square Chagford**

The Appeal is allowed and planning permission is granted for the reinstatement back to two cottages which is not intended to be affordable.

**Noted**

**i) Ref: 0405/18 22, Mill Street Chagford**

Change of use of ground floor restaurant and associated accommodation to a single dwelling with works to the building including removal of the shop front. Appeal was dismissed due to the loss of employment premises without justification. **Noted**

**69. FINANCIAL MATTERS**

**a)** The Parish Council have received a quote from Came and Company with regard to the Council's Insurance. The Insurance will automatically increase this year as the Council now own the Market House. Came and Company specialise in providing Parish Council Insurance and provided comparison quotes. **Resolved:** To pay Came and Company £2180.85 pence for insurance from 01/10/19 -30/09/2020. To review other insurance quotes prior to next year's demand.

**b)** To note the receipt of £33.61 for the HLS payment from Chagford Commoner's Association. The Commoner's automatically take the Membership Fee for the Association. **Noted**

**c)** To report that the Parish Council received a demand for rates on the Public Conveniences in the Market House. On inquiry from WDBC, it was reported that the Rates had been paid by them as agreed when the building was transferred to the Parish. The Parish Council was required to complete the form which has been done. **Noted**

**d)** Approval was sought to pay R J Austin for grass cutting on the Jubilee Field and verge trimming. **Resolved** to pay the account

**e)** A request was received from Okehampton Community Transport Group for a grant towards the new mini bus. **Resolved:** to pass to the Finance working group.

**f)** The Chairman gave an update with regards to the Bank Mandate. The Clerk and the Chairman have attended Tavistock Nat West Bank twice where the lady was very helpful. The Chairman and Vice Chairman have signed the paperwork to remove past Councillors from the list of signatories. It is now hoped that the digital banking will be reinstated. Following this it is hoped to add new Councillors to the mandate. **Noted**

**70. ENVIRONMENT**

**a) Jubilee Field Inspection Report Cllr Williams**

Cllr Williams reported that the field was clean but the mole hills had returned. The play equipment was in reasonable condition although the caps on the multi play go missing. **Noted**

**b) Public Convenience Report:**

Cllr Williams reported that the toilets were clean and in reasonable condition **Noted**

### **c) Tenders**

Results of tender to repair the fence on the Skate Park and the steps on the Jubilee Field. ( **Min 37f refers**). There were no tenders but the Chairman had met Mr Mears on site who appeared to be interested in the tasks, having previously erected the fence. **Resolved**; To ask the Clerk to contact Mr Mears and determine whether he is able to do the job.

### **d) Play Equipment in the Jubilee Field (Min 59c refers)**

Members have not investigated play equipment any further. **Resolved**: To have a meeting of the environment Group and try and decide on a way forward. SW Play have contacted the Clerk and offered to meet members and talk about a bespoke multiplay

### **e) The Southcombe Garden**

The Conservation Group have given the Southcombe Garden a good trim and tidy up but there are the two trees and the large shrub which need some professional work on them **Resolved** to ask the Clerk to contact All Seasons and John Fuller for estimates to carry out the work.

### **f) Cricket Field**

Cllrs: Mrs Hill and Williams met Martin Guscott from Langaford Plant Services with regard to clearing the ditch and replacing the fence between the Cricket field and Padley Common. It was suggested that chestnut stakes should be used with a cattle proof fence. The piece of fencing the lower side of the Gate appears to be in reasonable condition therefore as that area is part of the area of Special Scientific Interest that the fence would be left well alone.

Mr Guscott also looked at the fence against the track, he will quote for trimming the hedges as the beech is becoming out of hand, following this, discussions will take place about that fence.

**Resolved** to ask the Clerk to follow up the Tender and also ask David Slocombe if he would like to tender as he had discussed the works with the Recreational Trust.

## **71. CLERK/CHAIRMAN'S REPORT**

**a) SPART**: The Chairman attended a meeting with Spart and the area Manager of Spar. Any thoughts that had been had with regards to developing Spart had to be discounted as Spar have a tenant for the premises and Spart have to vacate by the 16<sup>th</sup> September 2019.

Spart are making plans to sell the paintings and to that end there will be an Auction of paintings on Saturday 14<sup>th</sup> September at 11am. **Noted**

### **b) Throwleigh Beating of The Bounds Ceremony**

The Chairman attended Throwleigh Parish Beating of the Bounds Ceremony on Monday 26<sup>th</sup> August. The day was a beautiful day enjoyed by nearly 200 people accompanied by More 4 Film Crew. **Resolved**: To ask the Clerk to write to Throwleigh and thank them for the day and their hospitality. To suggest that it would be good for the Councillors of both Parishes to walk the Common Boundary with Chagford one day.

### **c) Report of the Clerk/ Chairs Meeting at WDBC**

The Chairman attended the Clerk/Chairs Meeting at WDBC which was chaired by the Leader of WDBC Neil Jory

The Leader explained the new Corporate Strategy for WDBC which takes into account Value for Money featuring on the Environment, Well Being, Housing Enterprise and Communities. The Senior Directorate has been increased by

internal appointments and there is now a Director of Governance and a Director of Enterprise. The Council is still on a reducing budget but have benefited from the investment in property.  
WDBC has signed up to the Climate and Ecological crisis and are seeking ways of reducing the carbon footprint. **Noted**

**72. CORRESPONDENCE AND E-MAILS**

- a) A Communication was received from WDBC with regard to a review of Polling Districts and Polling Stations. **Resolved** to contact WDBC and state that Chagford would wish to keep the Polling Station at the Jubilee Hall it is easily accessible from the car park and from the town.  
Chagford is satisfied with the Polling District and does not wish to join forces or share with anyone else.
- b) A letter was received from Chagford Conservation Group thanking the Council for a grant towards the insurance. **Noted**
- c) Plug-n-Go Electric Vehicle Charging Stations. **Noted**
- d) Temporary Prohibition of through Traffic and Parking for drainage and patching road from Meldon Road to Batworthy Mill Cross, Meldon House to Stiniel Cross 16<sup>th</sup> September – 20<sup>th</sup> September **Noted**
- e) DNPA Development Management Committee will be on Friday 4<sup>th</sup> October 2019. **Noted**
- f) DALC conference 23<sup>rd</sup> October 2019 at the Exeter Racecourse **Resolved** to book two places.

**73. ACCOUNTS FOR PAYMENT**

a) Mrs S.Curtis -Salary	£ 577.41
b) HM Revenue and Customs	£ 144.60
c) Mrs S Curtis – Office expenses	£ 20.00
d) Came and Company - Parish Council Insurance	£2180.85
e) R Austin – grass cutting and verge clearance	£ 350.00

The Meeting Closed at 21.10

Date.....

Signed.....