

**Minutes of the Regular Meeting of the Chagford Parish Council held at  
Endecott House on Monday 10<sup>th</sup> February 2020**

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

**In attendance:** Cllr: James McInnes DCC and 1 member of the public.

**155. APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs: Mrs. Malseed, Mrs. Phelps, and Mrs. Printy.

**156. DECLARATIONS OF INTEREST**

Cllr: Coombe declared an interest in Minute 165(e)

Cllr: Mrs. Stanbury declared an interest in Minute 160(a)

Cllr: Williams declared an interest in Minute 160(c)

**157. CONFIRMATION OF MINUTES**

a) The Minutes of the Regular Meeting held on Monday 13<sup>th</sup> January 2020 were confirmed and signed as a true record.

b) The Minutes of the Extraordinary Meeting held on Monday 27<sup>th</sup> January 2020 were confirmed and signed as a true record.

**158. MATTERS ARISING**

There were no matters arising.

**159 URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION**

a) A letter had been received from Devon County Council regarding Drainage Maintenance Responsibilities. Following the Parish and Town Conference a great deal of interest was shown identifying who is responsible for maintaining and clearing drainage systems on and around the highway. In the majority of cases, the responsibility for ditch maintenance rests with the adjacent landowner, even if the ditches take water from the highway.

A factsheet titled Roads and farmers is produced by DCC and is available at [www.devon.gov.uk/roadsandtransport/factsheet/road-and-farmers/](http://www.devon.gov.uk/roadsandtransport/factsheet/road-and-farmers/)

Equally, Landowners and occupiers are required, by law, to trim any hedge next to the public highway where growth is preventing the passage, or affecting the safety, of the highway user. **Noted.**

b) The Okehampton Household Waste Recycling Centre will be undergoing significant maintenance works from 24<sup>th</sup> February 2020 until 22<sup>nd</sup> March 2020. During the works, the site will be closed to the public from 24<sup>th</sup> February until 1<sup>st</sup> March 2020 inclusive and 16<sup>th</sup> March until 22<sup>nd</sup> March 2020 inclusive. **Resolved:** to advertise on the Chagford Hub and Parish Notice Board.

- c) The Okehampton Town Council has agreed to widen the remit of the Climate Change Working Group to include other parishes. Okehampton Town Council will be having a meeting on Tuesday 18<sup>th</sup> February from 3pm until 4.30pm in the Committee room to look at the results of the public consultation and to look at what we as a combined community can do.  
**Noted.**

## 160. GROUP/REPRESENTATIVES REPORTS

### Planning Control Matters – Cllr: Parrott

Cllr: Mrs. Stanbury left the meeting.

#### a) Ref: 0028/20 Little Week, Chagford

Proposed: Conversion of barn to ancillary/holiday accommodation.

**Resolved:** to support the application however Chagford Parish Council would like to see the conversion restricted to holiday accommodation.

Cllr: Mrs. Stanbury returned to the meeting.

#### b) Ref: 0021/20 Huish, 21 Mill Street, Chagford

Proposed: Demolition of part existing dwelling; erection of new dwelling and annexe and rebuild part of remaining dwelling and curtilage to a community garden and associated works. **Resolved:** to support the application. Chagford Parish Council had concerns regarding parking and the Community Space should be classed as a Community Space (a non-commercial site).

Cllr: Williams left the meeting.

#### c) Ref: 0013/20 Great Weeke Farm, Chagford – Amended Plans

Proposed: Construction of menage (20m x 60m). The amendment relates to a cross section of the proposed menage. **Resolved:** to support the application.

Cllr: Williams returned to the meeting.

#### d) Ref: 0016/20 Woodcote, Chagford – For Information Only

Revision to show boundary improvements. **Noted.**

## Reports

### e) Climate and Ecology Working Group – Cllr: Ms Somme

The Climate and Ecology Working Group met on Monday 3<sup>rd</sup> February 2020. Approximately 15 parishioners attended.

The working group was divided up into three sub-groups

- Mapping Group – to map the parish to show where we can improve habitat, where trees can be planted, it was suggested that a Community Tree Planting group should be set up. If one tree was planted by everyone on the electoral role 1200 trees would be planted.
- Tree and Nursery Group – to find a suitable plot to have a tree nursery for growing saplings. Involving the children of the parish.
- Public Consultation Group  
To reach out to the wider community by going door to door with questionnaires, to involve the young people by contacting the school, invite a speaker to the Parish Assembly.
- The next meeting of the working group will be on 6<sup>th</sup> April 2020 at 7.30 p.m. in Endecott House. **Noted.**

**f) Tour of Waitrose, Okehampton – Cllr: Mrs. Haxton**

Cllr: Mrs. Haxton had a guided tour of Waitrose to see how they dispose of their waste food and plastics. Waitrose and Partners is the largest employee-owned retailer. Reducing food waste and reducing plastic is a top priority and Waitrose have over 100 steps to be environmentally friendly and reduce the carbon footprint. Two double decker lorries deliver daily and Waitrose want to change the lorries to electric run vehicles.

Cardboard and plastic are compressed and collected by Leehans. A partnership with a charity called FareShare who is dedicated to fighting hunger. All surplus food waste is donated to the charity.

The aim of Waitrose is to eliminate unnecessary plastic and make all own-brand packaging reusable or made out of recyclable or home-compostable material by 2023.

Plastic carrier bags have been removed from the stores. Waitrose has replaced loose fruit and vegetable plastic bags with an alternative, that can be composted and have removed plastic wrapping from multi pack items.

A pilot scheme was started in 2019 to test how customers might be prepared to shop differently, with the aim of saving plastic. The stores have a dedicated refillable zone, including dispensers for dry goods, coffee, beer and wine refills. **Noted.**

**161. FINANCIAL MATTERS**

- a) Approval to pay Touch Wood Enterprises Ltd 50% advance payment on the new Multiplay. **Resolved:** to approve payment.
- b) Approval to pay John Fuller for work on Southcombe Gardens. **Resolved:** to approve payment.
- c) Approval to pay Chagford Combined Charity for the hire of Endecott House. **Resolved:** to approve payment.
- d) Approval to pay WDBC for the servicing of the wallgates and the cleaning services of the Chagford Public Conveniences. **Resolved:** to approve payment.
- e) Approval to pay M.G. Guscott for the works at the Recreational Trust. **Resolved:** to approve payment.
- f) Approval to reimburse Cllr: Parrott for the purchase of a new Parish Council Laptop and Printer. **Resolved:** to approve payment.

**162. ENVIRONMENT**

- a) **Jubilee Field Inspection Report – Cllr: Ms Somme**  
Cllr: Ms Somme reported that the Jubilee Field was in good order and there was very little rubbish. **Noted.**
- b) **Public Convenience Inspection Report – Cllr: Ms Somme**  
Cllr: Ms Somme reported that the Public Convenience was in good order. **Noted.**
- c) **Schedule One and Memorandum of Agreement from Touchwood for the new play equipment.**

A document regarding the Terms and Conditions of the installation of the new play equipment has been received. This needs to be signed before the work can start. **Resolved:** as Cllr: Mrs. Malseed had been dealing with Touchwood the Parish Council will seek her views on the agreement before signing.

**163. CLERKS/CHAIRMAN'S REPORT**

The Chairman welcomed Cllr: James McInnes from Devon County Council to give an update of the work going on at DCC.

£25,000 has been set aside to support Devon with Climate Change and they aim to be carbon neutral by 2030.

An increase of 5.5% has been put into Highways and officers are visiting parishes to ascertain the main problems and the main routes with issues will be mapped and priority given. Cllr: McInnes urged residents to report any potholes etc on the Devon County Council Web Site [www.devon.gov.uk](http://www.devon.gov.uk)

Devon County Council are preparing their budget for 2020/21 the present budget will rise from 498 Million to 541 million.

A rise of 10% in Adult Services, 8.5% in Children's Services and 5.5% in Highways. **Noted.**

**164. CORRESPONDENCE AND EMAILS**

- a) The next DNPA Development Management Committee will be on 6<sup>th</sup> March 2020 at Parke, Bovey Tracey.
- b) An invitation has been received from the Dartmoor Assembly on the Climate Ecological Emergency. This event will be held on Saturday 7<sup>th</sup> March at the Jubilee Hall, Chagford from 9.30 am to 5pm. **Resolved:** Cllr: Pope will attend.

**165. ACCOUNTS FOR PAYMENT**

	£
a) Direct Debit – BT Telephone and Broadband Service (Feb)	53.40
b) 4498 Mrs. S. Curtis – Salary	577.41
c) 4499 HM Revenue and Customs – PAYE	144.60
d) 4500 Mrs. S. Curtis – Expenses	20.00
e) 4501 Touch Wood Enterprises Ltd – 50% advance payment	19,626.49
f) 44502 Chagford Combined Charity – Hire of Endecott Hse	360.00
g) 44503 M.G. Guscott – Works to Recreational Trust	2,650.00
h) 44504 John Fuller Trees Ltd – Work to Southcombe Gardens	288.00
i) 44505 Mr. A. Parrott – Reimburse payment for Parish Council Laptop and Printer	768.74

**The meeting closed at 9.15 pm**

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