

**Minutes of the Regular Meeting of the Chagford Parish Council held at
Endecott House on Monday 10th April commencing at 7.30 p.m.**

Prior to the Meeting Pete Rich, DNPA Sector Ranger, attended the meeting to address any questions, concerns which Councillors have regarding the Parish.

Present: Cllrs: Coombe, d'Arch Smith, Hamer, Mrs. Haxton, Mrs. Hill (Chairman), Lloyd Hill, Parrott, Mrs. Stanbury, Miss Stead and Ms Thorn.

553. APOLOGIES FOR ABSENCE

Cllrs: Sampson and Williams

554. DECLARATION OF INTEREST

There were no interests to declare.

555. CONFIRMATION OF THE MINUTES

- a) The Minutes of the Regular Meeting held on Monday 13th March 2017 were confirmed and signed as a true record.

556. MATTERS ARISING FROM THE MINUTES

a) The Future of Chagford (Min: 539 refers)

Emails have been received requesting the Council to consider supporting the moving of the disabled parking bays and reassign this space as a pedestrian area. This would be used as a focal point for visitors, allowing businesses of the community to offer food and drink. It is thought this would greatly improve visitors' first impressions and encourage people to stay longer in Chagford.

The Council has also received emails expressing concerns with this proposal. If the disabled bays were relocated to the edge of the square, in almost every case, a user will be required to cross the road. If the Square were to be used for food and drink there would be implication with regard to food hygiene, health and safety let alone the insurance and the possible rubbish and noise. **Resolved:** The Parking Control is part of a Department of Transport Order which was brought into being by the Traders Association and DCC just over ten years ago. The order can be changed but not without consultation with the electorate.

b) Potential Night Landing Sites in Chagford for the Devon Air Ambulance (Min: 541 refers)

Toby Russell from Devon Air Ambulance has reviewed the sites for a Chagford night landing site. The Recreational Trust is the only site offering night landing potential.

The site will require a new 10m steel column and 2 LED lights to illuminate the landing area. The site should be 50m x 50m large. The column would need planning permission.

The next step is to meet with the Recreational Trust to discuss all aspects and then hold a meeting to engage/inform the community.

The community will need to raise funds for lighting equipment. **Resolved:** Cllr: Coombe and the Recreational Trust will meet with Toby Russell to discuss all aspects.

c) Public Access Defibrillator (Min: 384 refers)

The Public Access Defibrillator is now in situ on the outside wall of the Jubilee Hall. The Clerk has met with the Assistant Community Responder Officer who has certified that Chagford Jubilee Hall meets the standard required by the South Western Ambulance Service NHS Foundation Trust to have their life saving defibrillator listed on the South West dispatch system, in case of a 999 emergency. **Resolved:** to inform the Community that the Defibrillator is located at the Jubilee Hall.

d) Grant of Conditional Planning Permission Chagford Primary School (Min: 423 refers)

The Clerk wrote to Jo Burgess Planning Officer of DNPA requesting that Councillors be consulted when the split face blockwork sample panel is inspected and also the sample section for the new stone wall on the South East boundary. Ms Burgess will make the samples available to the Parish Council. **Resolved:** will await to see the samples

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

a) Recycle Banks Removal

WDBC have informed the Parish Council that the Recycling Banks for plastics will be removed by the end of April 2017. **Noted.**

**558. GROUP/REPRESENTATIVES REPORTS
Planning Control Matters**

a) Town and Country Planning Act 1990

Appeal by Mr. A. Wengraf – Site Address Land at Stiniel, Chagford
An appeal has been made to the Secretary of State against the Enforcement Notice issued by DNPA. If the Council wish to make comments we should do so on line by 26th April 2017. **Resolved:** the Parish Council did not wish to make any comments.

b) Town and Country Planning Act 1990 (As Amended)

Planning Appeal against refusal of a household application.
Erection of two bedroom extension, Lower Drewston Barn, Moretonhampstead. An appeal has been lodged by Mr. B. Jones with the Secretary of State against the refusal of the full planning permission. If the Council wish to withdraw any representation made on the original application a request should be made to the Planning Inspectorate by 13th April 2017. **Resolved:** the Council does not wish to withdraw any representation made on the original application.

c) Ref: 0141/18 18 Manor Drive, Chagford

Single storey side extension to form larger sun room. **Resolved:** no objection.

- d) **Ref: 0168/17 Mill End Hotel, Chagford**
Proposed courtyard restaurant extension, internal alterations and ancillary works. **Resolved:** to support the application.

Grant of Conditional Planning Permission

- e) **Ref: 0063/17 70 The Square, Chagford**
Change of use from non-residential institution to shop, subject to conditions. **Noted.**
- f) **Ref: 0062/17 14 The Square, Chagford**
Change of use of ground floor shop to non-residential institution, subject to conditions. **Noted.**

Refusal of Planning Permission

- g) **Ref: 0067/17 11 Manor Drive, Chagford**
Extension and conversion of existing internal garage into bedroom and extension to rear of property, replacement roof and rendering. **Noted.**
- h) **Ref: 0064/17 Trevery, Chagford**
Sub-division of dwelling to create two dwellings. **Noted.**

Tree Works

- i) **Chagford Conservation Area: Proposed Tree Works, 1 Orchard Terrace, Chagford.** The National Park Authority has not protected the tree with a Tree Preservation Order. **Noted.**
- j) **Tree Preservation Order – Rushford Bridge, Chagford**
The Tree Preservation Order application to fell the beech tree at Rushford Bridge has been withdrawn. **Noted.**

559. GENERAL PURPOSES AND POLICY MATTERS

- a) **Report from the General Purposes Group Meeting**
The General Purposed Group met on 27th March 2017. A site for a new Churchyard was discussed and various sites were considered. The site should have vehicular access and space for parking. **Resolved:** to talk to Dartmoor National Park to seek their opinion of the sites.
- b) The Chair of the Recreational Trust wishes to arrange a meeting with the Tennis Club and the Parish Council on the progress of the Tennis Club Lease. **Resolved:** representatives from the Parish Council, Recreational Trust and the Tennis Club will meet next month.
- c) Chagford Jubilee Hall Committee has written to the Council stating that the conveyance documentation does not give reference to a guarantee by Chagford Parish Council that they will take over the management of the Trust in the event of the Jubilee Hall's demise. Therefore the Jubilee Hall Committee proposes to amend the constitution to remove the nominated Trustee requirement. **Resolved:** to write to the Chagford Jubilee Hall

Committee stating that the Council wish to keep a Trustee and an Observer on the Committee.

- d) The request from the Church to take a long lease of the land at Cross Tree was discussed, the Church would be responsible for the maintenance and the control of its use. **Resolved:** to write to the Church requesting details of what form the lease should take.
- e) The Chairman attended the South West Regional Conference of the Local Councils Associations on Thursday 16th March 2017. From this Conference the Chairman felt that Chagford should look to get an Award Status for the Parish Council this would bring benefits to the Council for example keeping Insurance cost down. The Council should consider preparing a Neighbourhood Plan for the community – the present Village Design Statement is ten years old. **Resolved:** the Council will make enquiries with a view to consulting the Community in the Autumn.

560. FINANCIAL MATTERS

a) Annual Governance Statement 2016/17

Chagford Parish Council acknowledge responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. **Resolved:** This annual governance statement is approved and will now be presented to the internal auditor.

- b) Approval to pay ZOLL Medical UK Ltd for spare Adult and Children Pads for the Defibrillator. **Resolved:** to approve payment.
- c) Approval to pay South Hams District Council for providing 2016/17 payroll services. **Resolved:** to approve payment.
- d) Approval to pay DALC for the attendance of Cllr: Mrs. Hill to the South West Regional Conference on 16th March 2016. **Resolved:** to approve payment.
- e) Approval to pay DALC NALC Affiliation fee, DALC Affiliation fee and DALC service charge. **Resolved:** to approve payment.
- f) Receipt of a payment from Chagford Commoners' HLS Association. **Noted.**
- g) Approval to reissue cheque number 4096 made payable to Moorhealth to Wellmoor. **Resolved:** to approve payment.
- h) Approval to pay those who plant the Parish Council Troughs. **Resolved:** to approve payment.

561. ENVIRONMENT

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

Cllr: Mrs. Haxton reported that the Jubilee Field was in good order and the play equipment was not in need of any attention. The grass had been cut

and the field was looking good. There was the usual problem with litter in both the Jubilee Field and the Skate Park. **Noted.**

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

Cllr: Mrs. Haxton reported that the Public Conveniences were in good order. **Noted.**

c) Road Condition from Yelland Cross to Jurston

Following an email to Darryl Jagger the Neighbourhood Highway Officer informing him of the road condition from Yelland Cross to Jurston. Mr. Jagger has informed the Council that this road is in a list of roads that need attention when budgets allow, and all he can do is report the potholes to DCC which will be fixed within 28 days. **Noted.**

d) Temporary Prohibition of Through Traffic – Teign March to Easton Cross (Min: 550 refers)

Following an email to Darryl Jagger expressing concerns of the closure of the road from Teign Marsh and Easton Cross and how the buses and delivery lorries were going to access Chagford. Mr. Jagger confirmed that the road closure is taking place between 7pm and 6am on the 25th April 2017 to minimise the disruption into Chagford. Western Power distribution has also been asked as is standard to inform the bus companies and also send letters to businesses and resident in Chagford to warn them of this. **Noted.**

e) Japanese Knotweed at the entrance to the Jubilee Field

It has been reported that Japanese Knotweed is growing at the entrance to the Jubilee Field. **Resolved:** Cllr: Hamer will investigate.

562. CLERKS/CHAIRMAN'S REPORT

a) The Rededication of St. Michael The Archangel, Chagford Church Bells

Cllr: Mrs. Hill was invited to the Rededication of St. Michael The Archangel, Chagford Church Bells on 1st April 2017 by the Bishop of Exeter. **Noted.**

b) Annual Parish Assembly

A reminder that the Annual Parish Assembly is on Thursday 20th April 2017. Any questions should be sent to the Clerk by 17th April 2017. All are welcome. **Noted.**

563. CORRESPONDENCE AND EMAIL

a) Friends of St. Michaels – Change in Trustees and Officers

Barnaby Dickens and David Jamieson wish to retire as Council nominated Trustees from the Friends of St. Michaels in March 2018. **Resolved:** to write to Barnaby Dickens and David Jamieson thanking them for their hard work in making Friends of St. Michaels so successful. If they have suggestions of possible Trustees the Council will be pleased to hear from them.

b) Unauthorised signs in Drewsteignton Parish

The Clerk of Drewsteignton Parish Council informed the Chagford Parish Council that Drewsteignton has a policy with regard to unauthorised signs and fly posting within the Parish. This will include the lay bye at Whiddon Down. **Noted.**

c) Next DNPA Development Management Meeting

The next DNPA Development Management Meeting will be 26th May 2017 at Parke, Bovey Tracey. **Noted.**

564. ACCOUNTS FOR PAYMENT

a) 4161 Mrs. S. Curtis – Salary	415.95
b) 4162 HM Revenue and Customs – PAYE	104.00
c) 4163 Mrs. S. Curtis – Expenses	20.00
d) 4164 ZOLL Medical UK Ltd – spare pads for Defib	160.80
e) 4165 South Hams District Council – Payroll Services	120.00
f) 4166 DALC – Attendance at the SW Regional Conference	72.00
g) 4167 DALC – Affiliation Fee	320.87
h) 4168 Moretonhampstead Development Trust for Wellmoor	500.00
i) 4169 Mrs. Fynn – Trough Planting	15.00
j) 4170 Linda Lemieux – Trough Planting	30.00
k) 4171 Jason Hancox – Trough Planting	15.00
l) 4172 Catherine Mount – Trough Planting	15.00
m) 4173 Mr. and Mrs. Glastonbury – Trough Planting	15.00
n) 4174 Mrs. Janet Anderson – Trough Planting	45.00
o) 4175 Amy's Florist – Trough Planting	15.00
p) 4176 Susan Powell – Trough Planting	15.00

The Meeting Closed at 9.40 p.m.