

Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 10th August 2020 commencing at 7.30 p.m.

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

42. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs: Mrs. Malseed and Shears.

43. DECLARATIONS OF INTEREST

Cllr: Mrs. Phelps declared an interest in Minute 47(a)

Cllr: Mrs. Printy declared an interest in Minute 47(a)

44. CONFIRMATION OF THE MINUTES

a) The Minutes of the Regular Meeting held on Monday 13th July 2020 were confirmed and signed as a true record.

45. MATTERS ARISING

a) Proposed Cattle Grid (Min: 34(a) refers)

Following the last meeting the Clerk wrote to Mr. Procter requesting further information of what offers of money he had received or confirmed donations promised also a record of the accounts and a final quote for the work. **Resolved:** Mr. Procter is still awaiting the final confirmation from the Commoners Association regarding their promised contribution, when this is received, he will supply the Parish Council with all the information.

b) The Fence Adjoining the Jubilee Field and the Health Centre (Min:35(a) refers)

At the last meeting, the Chairman reported that the fence adjoining the Jubilee Field and the Health Centre had been damaged but seemed to have been repaired. However, an email has since been received from the Health Centre confirming the fence is in need of repair. **Resolved:** to go out to Tender to repair the fence.

c) The Rubbish Bin in the Jubilee Field (Min: 35(b) refers)

The Chairman confirmed that the Rubbish Bin in the Jubilee Field had now been emptied regularly each week since the last meeting. The closure catch is damaged on the bin which will need fixing.

Resolved: Cllr: Williams will repair.

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

There was no urgent business.

47. GROUP/REPRESENTATIVES REPORTS

Planning Control Matters – Cllr: Parrot

Cllrs: Mrs. Phelps and Mrs. Printy left the meeting

a) Ref: 0244/20 Proposed: 2 Manor Drive, Chagford (Amended Plans)

Proposed: Conversion of existing garage into bedroom with shower and erection of new garage. The amendment relates to the following: a garage with a pitched roof (change from flat sedum roof) using slate to match the existing house with the ridge facing east/west. **Resolved:** to support the application. Policies DMD4 and DMD24 apply.

Cllrs: Mrs. Phelps and Mrs. Printy returned to the meeting.

b) Ref: 0289/20 30 The Square, Chagford

Proposed: Replace roof to match existing and install conservation velux roof light. **Resolved:** to support the application. Policy DMD24 applies. Members expressed their concerns that work had started on 30 The Square and is in fact nearly finished prior to planning permission being granted.

Refusal of Planning Permission

c) Ref: 0129/20 Lower Corndon Barn, Chagford

Installation of additional roof lights, windows, and new double door opening onto a patio. **Noted.**

Withdrawal of Application for Full Planning Permission

d) Ref: 0257/20 2 Bedford House, The Square, Chagford

Proposed: Change of Use of Former Bank premises (part ground floor and first floor of No. 4 The Square) to three bedroom cottage and Change of Use of from retain unit (ground floor of No.2 The Square) to one bedroom flat and replacement of external stair and minor external alterations to rear of No.s 2 and 4 The Square and replacement fenestration of No. 4 The Square. **Noted.**

Grant of Conditional Planning Permission

e) Ref: 0265/20 Frenchbeer Farm, Chagford

Extension to modern farm building and reinstatement of door opening in traditional stone barn. **Noted.**

f) Ref: 0302/20 Frenchbeer Farm, Chagford

Replacement of existing cattle building with larger purpose-built cold store for Turkey processing. **Noted.**

Grant of Listed Building Consent

g) Ref: 0264/20 Frenchbeer Farm, Chagford

Re-instate door opening within single storey traditional stone barn. **Noted**

48. GENERAL PURPOSED AND POLICY MATTERS

a) Report from the General Purposes Working Group

The General Purposes Working Group had met to consider the applications for the lease of No. 1 The Market House. Councillors were pleased with the amount of interest received in the property. Three applications had been received and after much discussion the working group proposed the lease should be offered to the Dartmoor Shepherd. **Resolved:** to offer the lease of No. 1 The Market House to the Dartmoor Shepherd. A lease will be drawn up and the first rental payment will be 1st September 2020.

b) VJ Day

The General Purposes Working Group discussed the lighting of a Beacon on Meldon Hill to celebrate VJ Day. They felt due to Covid-19 and the restrictions regarding mass gatherings a Beacon would not be sensible. However the Church Bells will ring, two minutes silence will be held at 11.00 a.m. after which refreshments will be available in Endecott House along with archive material. John Colpoys Wood will sing war time songs. **Resolved:** a Beacon will not be lit on Meldon Hill due to Covid-19.

49. FINANCIAL MATTERS

a) Approval to pay RJ Austin for Grass Cutting and Grounds Maintenance.

Resolved: to approve payment.

b) Approval to reimburse the Clerk for Ink Cartridges. **Resolved:** to approve payment.

c) Approval to pay Vince Floyd for work to the Gents Toilets. **Resolved:** to approve payment.

d) The Chagford Parish Council Insurance is up for renewal. **Resolved:** to be discussed at the next meeting

e) Approval to pay South West Water Business for services to the Market House. **Resolved:** to approve payment.

50. ENVIRONMENT

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

Cllr: Mrs. Stanbury reported that the Jubilee Field was in good order with the usual amount of rubbish in the field. **Noted.**

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

Cllr: Mrs. Stanbury reported that the Public Conveniences were in good order. Cllr: Phelps reported that one of the latches in the ladies was broken. **Noted.**

c) Signs in the Public Conveniences are out of date

West Devon Borough Council have informed the Council that the signs on the toilets are now out of date and refer to West Devon Borough Council and an old telephone number which is now out of service. **Resolved:** the notices will be changed.

d) Climate and Ecology Update (Min:178(c) refers) – Cllr: Ms Somme

The Chagford Climate and Ecology Working group exists to support the Parish Council in taking action in response to its declaration of emergency.

Currently, we are working on drawing up new parish maps, that locate what a future parish might look like, and where changes might be located. Alongside this, we are also interested in mapping who has influence over decision making with regards to land. Together, these will form the basis of a community consultation which will turn ideas into action, this will determine what parishioners wish to do towards climate change.

An example of how mapping helps us in this is "land gift". One way in which we can mitigate climate change and address ecological issues is through increasing tree cover. However, to do this, we need land. The mapping of both space and influencers will help us identify areas where land might be gifted for tree planting, and if those areas are appropriate. The group can then make approaches. Such approaches will be all the more powerful if we can back it up, through the consultation, with a feeling that the community supports such an action."

Throughout the lockdown, we have managed to hold several Zoom meetings, the most recent at the end of July. The group has formed a central theme around 'community engagement', through the Public Consultation. Maps are being created through various sources which we hope to look at:

1. What has been - Chagford history, people and memories, work, farming, food.
2. What IS now: people, places of work, areas of interest (church, sport, community spaces etc) the pandemic.
3. What if? The future, using the present and the past to envision the future. This will be where the true public engagement will come in. We want voices from every corner of the community to have an input, recording how people engage with the community? We look forward to posing questions about food, farming, education, resilience, environment, transport, energy, finance, health, tourism, business, housing, and work locations.

Firstly, we would like to go ahead to buy the maps from the DNP that will give us the information we need, on who owns what land. This will cost approximately £60.00.

We are in the process of sourcing and setting up tree nurseries for native species as a practical starting point that is relatively easy to do. Claire Ash-Wheeler has offered a section of her garden for a 5m square plot, and we are looking for 3 or 4 more donations of similar sized plots around Chagford, so that we can start gathering seed and saplings during Autumn and winter. We hope to involve the school with this, and Claire is in discussion with them. She is getting guidance from Moortrees, which is a well-established charity supporting native tree planting projects.

What's next?

Members of the group are gathering map information from the various sources, and we will be shortly discussing how to safely hold a public consultation during the winter, with the maps as a visual focus so that

people can write/draw what they can remember, and what they feel is important to them and their futures. If it is not possible to hold a physical consultation, then we will go online, and the online version may be part of this in either case.

Resolved: the request for a £60.00 grant will be forwarded to the Finance Group for consideration.

e) Cleaning Charges of the Chagford Public Conveniences during Covid-19

West Devon Borough Council have informed Chagford Parish Council that they are being charged the full contracted costs for cleaning as well as additional cost for complying with the risk assessment associated with covid, however to support town and parish councils who have taken on the toilets and to support the high street and local businesses, WDBC is prepared to accept the cost of these additional charges which have been incurred during this current time. They are also prepared to waive the charge for the months of April and May when the cleaning was not carried out. **Noted.**

51. CLERKS/CHAIRMANS REPORT

There was no Clerks/Chairman's Report

52. CORRESPONDENCE AND EMAILS

a) Licence to trade in Chagford Square

An email has been received requesting the Councils support for a converted food truck to sell hot seafood in the Square on Thursday or Friday evening. **Resolved:** Councillors support this proposed venture. Cllr: Mrs. Phelps did not support this venture as she felt we should support our local businesses.

b) Lower Street

A letter has been received from a resident of Hares Close expressing his concerns at the safety and condition of Lower Street, Chagford where it passes to the front of the Chagford Church of England School.

He is concerned about the exorbitant speed of traffic passing along side this section and the disruptive and intrusive noise resulting from such a poorly maintained road surface particularly around the 'rumble strips'.

Resolved: to reply stating that in due course the road will be re-surfaced, but the rumble strips are here to stay at present. Speed traps have been set up in the past but no one has been caught speeding. There is a traffic regulation order in progress which may re-order some of the restrictions outside the School and Lamb Park. The Clerk will contact the highways department and draw their attention to the problem with the rumble strips.

c) Parking Problems

A letter has been received regarding the problems of parking in Chagford and the side roads. As more and more properties are being developed and the new owners having at least one car, many of them moving these cars every two hours and some arranging to swap places with others this leaves very few places for people who just want to do a quick bit of shopping and for visitors. Businesses are concerned they are losing customers.

We no longer have the loading bays that are important for the shops. These loading bays are being used as free parking because signs are illegally removed. **Resolved:** the Clerk to contact highways and draw their attention to the number of signs which are missing and the need for many of the white lines to be re-painted. The Traffic Regulation Order should address the problems with the misuse of the Loading Bays and other parking bay problems.

d) Drainage Data

Members of the public can now check when a gully was last “Inspected” which is usually when it was last cleaned. There are some conditions:

- Last inspected does not mean last cleaned, for example, they might not have been able to clean it because the cover was stuck.
- It will usually not show you if a drain has been jet cleaned since it was last inspected.

<https://www.devon.gov.uk/roadsandtransport/maintaining-roads/flooding-and-drainage/report-standing-water-flooding-or-blocked-drains/> **Noted.**

e) Thank you

A letter has been received from the Chagford Conservation Group thanking the Council for the Grant. **Noted.**

53. ACCOUNTS FOR PAYMENT

a) Direct Debit – BT Telephone and Broadband Service (August)	54.93
b) o/l Mrs. S. Curtis – Salary	631.69
c) 4546 HM Revenue and Customs – PAYE	181.57
d) o/l Mrs. S. Curtis – Expenses	20.00
e) o/l Mrs. S. Curtis – Reimbursement of Ink Cartridges	97.47
f) 4547 RJ Austin – Grass Cutting and Grounds Maintenance	350.00
g) 4548 Vince Floyd – Work to the Gents Toilets	24.00
h) 4549 South West Water Business – Services to Market Hse	162.55

PART II

The opening of the Tenders for the work on the WI Seat and the Fence against the Health Centre.

There were no Tenders received.

The meeting closed at 9.30 p.m.