

Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 10th October 2016 commencing at 7.30 p.m.

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

Apologies: Cllrs: Mrs. Haxton and Lloyd Hill

238. DECLARATION OF INTEREST

Cllr: Hamer declared an interest in Minute 250

239. CONFIRMATION OF THE MINUTES

a) The Minutes of the Regular meeting held on Monday 12th September 2016 were confirmed and signed as a true record.

b) The Minutes of the Annual Parish Assembly held on Thursday 14th April 2016 were agreed.

MATTERS ARISING

240. The Clock on the Market House (Min: 210 refers)

The plans for the clock have been submitted to Dartmoor National Park Authority. Unfortunately the information which the Clerk supplied is insufficient to register. The Site Location Plan is not suitable and needs to be to scale, show the direction of north and the relationship of the site with surrounding land and buildings; it should also show two named roads for identification. **Resolved:** to find someone with the expertise to draw up the required plans.

241. TAP Funding – Rural Skills Officer (Min: 156 refers)

The Chairman confirmed that the TAP Funding for the Rural Skills Officer has now been received. The total amount received is £2891.80 divided by Chagford and South Tawton. **Noted.**

242. Annual Parish Assembly 2017 (Min: 09 refers)

The date for the Annual Parish Assembly 2017 has had to be changed from Thursday 27th April 2017 to Thursday 20th April 2017. **Noted.**

URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

243. The Dartmoor Communities Fund

In the parish of Chagford DNPA have received the following full applications:

- a) A project to make the church of St. Michael the Archangel, Chagford "dark sky friendly".
- b) A project to extend the current 2 strip Skate/Ride facility for Chagford to create 4 strips.
- c) A proposal to improve existing tired and sub-standard gym facility that will be accessible to a wider portion of the local community.

Resolved: to inform DNPA that Chagford Parish Council support all three applications and inform DNPA that the Council are giving the Skate Park a grant.

244. Grit Bins and Snow Warden

The Neighbourhood Highway Officer has informed the Council that Devon County Council will not be routinely filling the grit bins this winter, instead they will be filled on a reactive basis. **Noted.**

245. Devon Highways Parish and Town Council Conference 2016

Devon Highways will be holding their annual Parish and Town Council conferences at four locations across the county during November 2016.

Resolved: if any Councillor wishes to attend the Conference please inform the Clerk.

- 246. Consultation: The 2017/2018 Local Government Finance Settlement.**
This consultation is about 'capping' and applies to all councils. The Government are concerned about the increase in parish precepts, which rose by 6.1% this year - £36 million more than in 2015/16. **Resolved:** The Chairman and Clerk will respond to the consultation.

GROUP/REPRESENTATIVES REPORTS

- 247. Ref: 0360/15 Land off Lower Street, Chagford – Amended Plans**
Residential development comprising 93 dwellings, access road, public car park, public open space, demolition of and rebuilding of fire station, new B1 business units and public toilets. (The amendment relates to amended design and siting of employment unit/toilet building). **Resolved:** to support the application.
- 248. Ref: 0524/14 Land at Bretteville Close, Chagford – Amended Plans**
Erection of 15 specialist dwellings for the elderly (9 houses and 6 flats) together with garages, gardens and a communal area for resident. (The amendment relates to revision to landscaping, position of metal fences in gardens and hedge planting). **Resolved:** no objection.
- Grant of Conditional Planning Permission**
- 249. Ref: 0371/16 3 Valley View, Chagford**
Replacement dwelling. Subject to conditions. **Noted.**
- 250. Ref: 0300/16 Rushford Mill Farm, Chagford**
Erection of two 6m x 5m sheds to be used for tool storage, associated access and parking plus passive refrigeration until (retrospective). Subject to conditions. **Noted.**
- Grant of Listed Building Consent**
- 251. Ref: 0387/16 Whiddon Park House, Chagford**
Alternation to existing casement windows on SW elevation, groundworks for BT and power supplies and land drain to SE elevation and replacement rainwater goods and fascia repairs to NE and NW elevations with removal of redundant waste pipes. Subject to conditions. **Noted.**
- Group Reports**
- 252. Devon Countryside Forum – Cllr: Mrs. Hill**
Cllr: Mrs. Hill attended the Devon Countryside Forum on Thursday 22nd September 2016 at Bridestowe Village Hall. The speakers included Dr. Michael Ireland, OkeRail Community Interest Company. Graham Cornish, Devon County Council Project Manager gave an update on Devon's cycle, bridle and footpaths. South West Coast Path Association talking about the Coastal Path and the maintenance. **Noted.**
- 253. DALC Planning Course – Cllr: Mrs. Stanbury**
Cllr: Mrs. Stanbury attended a DALC Planning Course in Honiton on 29th September 2016. Cllr: Mrs. Stanbury reported that the course was useful. Confirmed the importance of the Neighbourhood Plan and Village Design Statement. Also confirming that plans cannot be discussed until the planning application has been received. **Noted.**

254. 2016 Rural Futures Conference – Cllr: Mrs. Hill

Cllr: Mrs. Hill attended the 2016 Rural Futures Conference on Thursday 6th October at Ivybridge. The speakers included Stuart Horne, Managing Director, Business Information Point who spoke about growth and opportunities for new businesses and fulfilling employment.

Adele Dawson, Assistant Principal, South Devon College spoke about the leaning opportunities and how employers can respond to the needs of those entering the world of work and the apprenticeship schemes.

Jon Siddal, Director of Innovation, The South West Academic Health Science Network. Discussed the priorities and the prospects for new products and services.

Dan Janota, Senior Forward Planner, DNPA spoke on the new development in Chagford.

Ed Parr-Ferris, Project Manager/Conservation Manager, Devon Wildlife Trust, exploring what it takes to keep Devon's natural environment thriving. **Noted.**

255. Super Links Meeting

The Super Links Meeting will be held on Wednesday 7th December 2016 at the Main Hall, the Ockment Centre, Okehampton. Alison Hernandez, Devon and Cornwall Police and Crime Commissioner will attend and respond to questions. There will be an update from John Hart of Devon County Council and West Devon Borough Council. **Noted.**

GENERAL PURPOSES AND POLICY MATTERS

256. Car Club

The Clerk wrote to West Devon Borough Council asking if they had agreed the reserved place for the car club vehicle in Chagford Car Park. The response from WDBC was that it has been agreed that a parking bay will be marked up and reserved for the car club vehicle. This is an initiative that WDBC is keen to support, as it is likely to result in reduced pressure on parking due to a reduced number of vehicles owned in each town/village. The car club are paying for this use and the success of the initiative will be monitored closely. Councillors are concerned that the Car Club has a reserved space in the car park however still pay the same as others for a season ticket. **Resolved:** write to Cathy Aubertin to express the Councils concerns.

257. Chagford Film Festival

The Parish Council were disappointed that having provided a grant towards the insurance for the festival, that at many times the festival was in breach of the insurance conditions.

It was necessary to obtain a traffic order to use the Square, the loading bay and the streets through the week.

The public bus service was not asked to drop off at Lamb Park and was placed in a difficult position on the Saturday evening.

The traffic cones belonging to the Parish Council were used without the Council's permission.

The gravelled area at Cross Tree was used by the entertainment without Parish Council permission. **Resolved:** to write to the Film Festival expressing the Councils concerns and requesting to meet with members

to discuss the difficulties preventing them from happening again at the next Film Festival.

258. Chagford Church of England Primary School (Min: 213 refers)

Representatives from the Council met representatives of the School to talk through the Parish Councils' concerns which had been submitted to the Contractor, Architect and DNPA. **Noted.**

259. Travellers

A complaint from a resident of Chagford was received with regard to a travelling caravan being parked on Knolls. DNPA and WDBC were informed by the resident. The Parish Council has received an e-mail from the travellers stating that they see themselves as artists not travellers. They are tidy and quiet and always make sure they leave an area clean. **Resolved:** to acknowledge receipt of the email.

260. Cross Tree Parking (Min: 159 refers)

A letter was received by the Parochial Church Council stating that they were not in favour of locking a post on the entrance to the gravel path. The PCC feels that the present arrangements have worked well and should continue.

Resolved: to respond to the PCC reminding them that the Cross Tree gravel path is only an access to the church and churchyard, not a car parking space. It has been agreed in previous years that the path may be used for parking for weddings, funerals, visiting clergy and disabled persons attending church services. The Council will resist locking the post but will monitor the use of this space.

FINANCIAL MATTERS

261. Financial Group Meeting Report – Cllr: Mrs. Hill

Cllr: Hill reported that the Finance Group had met and the accounts had been scrutinised and approved to date. The Council's expenditure is within budget, however there is still some expenditure due - Play Equipment, Insurance, Case for Defibrillator, Solicitors Bill for the S106, Dog Warden Scheme, Audit and Grants. **Noted.**

262. Approval to pay Yewtopia (Mr. B. Pell) for grass cutting of the Jubilee Field, Cutting the banks at Crossways, Manor and Lamb Park and Weed Spraying. **Resolved:** to approve payment.

263. Approval to pay the Information Commissioner for the renewal of the Data Protection Registration. **Resolved:** to approve payment.

264. Approval to pay South West Play for the remainder of the invoice for the Trim Trail/Cradle Seats and repair to surfaces. **Resolved:** to approve payment.

265. Approval to pay Grant Thornton for the fee in respect of the 2016 Annual Return. **Resolved:** to approve payment.

266. Approval to pay Devon Communities Together for the attendance of Cllr: Mrs. Hill at the Rural Futures Conference on 6th October 2016. **Resolved:** to approve payment.

267. Approval to pay South Tawton Parish Council TAP Funding 2015/16 for the Rural Skills Worker. **Resolved:** to approve payment.

268. Approval to pay WDBC for the Dog Warden Scheme 04/16 – 03/17. **Resolved:** to approve payment.

269. Request from Okehampton District Community Transport Group for financial support. **Resolved:** to refer to the Finance Group.

270. Request from Chagword for financial support. **Resolved:** to refer to the Finance Group.

271. Receipt of the second half of the precept. **Noted.**

272. Receipt of the Poppy Wreath. **Noted.**

ENVIRONMENT

273. **Jubilee Field Inspection Report – Cllr: Miss Stead**

The Jubilee Field is good order. The Trim Trail has been fitted and enjoyed. The trees behind the Health Centre are being used as a camp therefore generating a lot of litter. **Noted.**

274. **Public Convenience Inspection Report – Cllr: Miss Stead**

The Public Conveniences were in good order. The Clerk has reported that a door in the Ladies toilet is off its hinges. **Noted.**

275. **Annual Inspection and Risk Assessment of Play Equipment**

The Annual Inspection and Risk Assessment of the Play Equipment is due now that the surfaces have been repaired and the Trim Trail installed. Rob Turner who has in the past carried out the inspection has retired and Elizabeth Rose has taken over as the Safety Consultant. **Resolved:** to ask Ms Rose to carry out the Annual Inspection and Risk Assessment.

276. **Grass Cutting, Ground Maintenance Contract and Rural Skills and a Lengthsman's Contract**

Specifications for grass cutting and Jubilee Field maintenance and also for a Lengthsman has been drawn up. **Resolved:** to advertise for tenders for the two posts.

277. **Update on Plans for the Skate/Ride Park**

A proposed layout for the skate board park has been drawn up. Rhino Ramps would be the supplier and will also service the existing equipment. As a prerequisite, CELT will complete the perimeter fencing on the top side and provide an anchored recycled picnic table on the grassy area where the willow has been removed. CELT are waiting to hear back from Dartmoor Communities Fund and then Rhino Ramps need 6 weeks to supply and install the equipment, which will take a week. CELT is looking at December or January for this to happen. **Noted.**

CLERK/CHAIRMAN'S REPORT

278. **Yelland Lane**

The Clerk reported that she had received a complaint regarding the lane from Meldon down to Yellands Cross, it is so overgrown that it is almost impassable. The Clerk has reported this to Devon Council. **Resolved:** to report this directly to Darryl Jagger, Neighbourhood Highway Officer.

279. **Moretonhampstead Health Hub**

Cllr: Mrs. Hill attended a meeting of the Moretonhampstead Health Hub. A working group will be formed to draw up proposals for the Hub. Difficulties regarding transport to and from the Health Hub were raised. **Noted.**

CORRESPONDENCE AND EMAILS

280. **Dartmoor Devil 2016 Notice**

The 24th Dartmoor Devil cycle ride will be held on 30th October 2016. There will be a maximum field of 250 riders which are split in to two groups. The route enters the parish from Sandy Park past the swimming pool, and then heads up Adley Lane and Great Weeke towards the B3212. The first riders should be expected at Sandy Park between 8.55 – 10.50 am. **Noted.**

281. Thank you

A thank you letter has been received from North Dartmoor Search and Rescue Team for the Grant Chagford Parish Council gave the group. **Noted.**

282. Dartmoor Local Plan Consultation

DNPA are taking the first step in reviewing Dartmoor's local plan. The first consultation is an opportunity for residents, communities, visitors, businesses and other organisations to offer views on how the new local plan should guide future development on Dartmoor. The local plan will cover issues such as house extensions, design, the environment, listed buildings, housing, business, farming, tourism, quarrying and land for development. There will be a Local Plan Consultation Drop in Event on Thursday 10th November 2016 from 4.30 p.m. until 8.00 p.m. in Endecott House. **Resolve:** to discuss at the Extraordinary Meeting on Monday 24th October 2016.

283. Traffic Management and Parking Restriction

An email has been received regarding next year's TTRO's which may apply to events held in the square. As from 1st April 2017 if an Event needs 'No Waiting' cones/signs for Traffic Management there will be an additional cost.

Resolved: to have an audit on the cones and hi vis jackets the Parish Council own.

284. DNPA – Development Management Committee

The next meeting will be on 4th November 2016. **Noted.**

285. ACCOUNTS FOR PAYMENT

	£
a) Direct Debit - BT Telephone and Broadband Services (Sept)	46.34
b) Direct Debit - BT Telephone and Broadband Services (Oct)	47.81
c) 4048 Mrs. S. Curtis – Salary	415.95
d) 4049 HM Revenue and Customs	104.00
e) 4050 Mrs. S. Curtis – Expenses	20.00
f) 4051 Yewtopia (Mr. B. Pell) – Grass Cutting/Weed Spraying	560.00
g) 4052 Information Commissioner – Data Protection Registration	35.00
h) 4053 South West Play – remain half of invoice for Trim Trail etc	2,431.80
i) 4054 Grant Thornton – Fee in respect of 2016 Annual Return	240.00
j) 4055 Devon Communities Together – Rural Future Conference	40.00
k) 4056 South Tawton Parish Council – Joint TAP Funding	1,165.40
l) 4057 WDBC – Dog Warden Scheme	436.74

The Meeting Closed at 9.45 p.m.