

**Minutes of the Regular Meeting of the Chagford Parish Council held at
Endecott House on Monday 11th October 2021 commencing 7.30 p.m.**

Present: Cllr: Kevin Coombe, Cllr: Margaret Haxton, Cllr: Mrs. Gay Hill (Chairman), Cllr: Christine Malseed, Cllr: Jill Millar, Cllr: Andrew Parrott, Cllr: Mrs. Gill Printy, Cllr: Rachel Short and Cllr: Marion Stanbury.

In attendance: The Clerk, Mrs. Sarah Curtis and Cllr: Nicky Heyworth, West Devon Ward Member.

63. APOLOGIES FOR ABSENCE

Apologies were received from Cllr: John Shears and Cllr: Peter Williams.

64. DECLARATIONS OF INTEREST

There were no declarations of interest.

65. CONFIRMATION OF THE MINUTES

a) The Minutes of the Regular Meeting held on Monday 13th September 2021 were confirmed and signed as a true record.

66. MATTERS ARISING

a) Consultation on the amendment of the byelaws at Dartmoor National Park.

The current set of byelaws relating to access land on Dartmoor were adopted in 1989. At a meeting on 3rd September 2021 the Authority approved a draft set of byelaws as a basis for consultation. There will be a full public consultation through an online survey. **Resolved:** Members felt that Chagford Parish Council should respond to the survey. Members should send their comments to the Clerk by 25th November 2021.

b) Councillor Vacancy (Min:55(d) refers)

One application had been received for the vacancy. **Resolved:** to be discussed in Part II.

c) Bike Stands in the WDBC Car Park (Min: 44(b) refers)

West Devon Borough Council have advised the Salvation Army that they would like to move the bank. This will take between 3 – 6 weeks to carry out. In the meantime, WDBC have asked FCC to move the recycling banks along a bit to allow space for the bank to be moved.

Once this is done there should be room for the bike racks. **Noted.**

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

a) An email has been received from a resident in New Street regarding the parking and speed of the traffic in New Street. She has recently had her wing mirror smashed and destroyed by a passing car. Since talking to friends and neighbours they have experienced similar issues. She is proposing traffic calming bumps should be installed. **Resolved:** that the

issue of speed limits and traffic calming in Chagford will be added to the Consultation on 29th October 2021.

68. GROUP/REPRESENTATIVES REPORTS

Planning Control Matters – Cllr: Mrs. Gay Hill

Grant of Conditional Planning Permission

a) Ref: 0343/21 Bellacouch Barn, Chagford

Erection of timber framed car port and store. Subject to conditions.

Noted.

Refusal of Planning Permission

b) Ref: 0454/21 Yelfords Cottage, Chagford

Excavation of land to form a driveway, creation of bank and filling excavated driveway with scalplings. **Noted.**

Tree Works

c) Ref: 21/0044 Chagford Montessori School

The Dartmoor National Park Authority has not protected the trees with a Tree Preservation Order. **Noted.**

Reports

d) DALC AGM and Conference

The DALC AGM and Conference 2021 was held on 5th/6th/7th October via Zoom. The Chairman, Cllr: Jill Millar and the Clerk attended various workshops.

Introduction to DALC – DALC are set up to give advice and guidance services for Town and Parish Councils and they would encourage Members to sign up to their website and e-newsletter.

Devon County Council – Talk given by Cllr: John Hart who thanked all Town and Parish Councils for their work during COVID 19. There is a bid to Government for more devolved Powers to support the people of Devon. DCC has a very tight budget this year with 6 million being spent on the old, young and vulnerable. DCC hope to improve the housing stock.

Improving Community Engagement – Build long term engagement, sign posting, newsletter, surveys, flyers, posters, websites, facebook. Share findings, report back.

DALC AGM – Very interesting and well attended.

The Evolution of Neighbourhood Planning – Based on his experience working on over 50 neighbourhood plans, Stuart Todd, chartered town planner and Director of Stuart Todd Associations discussed the future of neighbourhood planning in the context of the changing planning system, climate change, health and pandemic response.

Digital Mapping – Parish OnLine is an essential tool for helping Local Councils use digital maps to store and manage assets. **Noted.**

e) Climate and Ecology Working Group (Min: 59(c) refers) – Cllr: Jill Millar

A meeting was held on Monday 4th October 2021 of the Climate and Ecology Working Group. The progress of the four groups, Land

Management, Built Environment, Transport and Travel and Community Action, were discussed.

Endecott House has been booked for 29th October 2021 for a Public Consultation on particular matters – burial grounds, re-design of the square, street lighting times. The Climate Work Group felt this was definitely not long enough to prepare. The Working Group proposed Chagford Parish Council Should sign up to the CEE Bill. **Resolved:** the consultation will go ahead on Friday 29th October in Endecott House from 2.00 p.m. – 7.00 p.m. However, Climate and Ecology would have a Consultation at a later date. Members would look at the CEE Bill and report back.

- f) **West Devon Borough Council Update – Cllr: Nicky Heyworth**
Cllr: Nicky Heyworth reported WDBC were very concerned about the unaffordability and unavailability of housing and rental properties were being taken out by Air B & B.
Budgets are very tight, and money needs to be spent wisely.
Climate Change is a high priority and appropriate changes need to be made. **Noted.**

69. FINANCIAL MATTERS

- a) **Finance Group Report – Cllr: Mrs. Gay Hill**
The accounts were reviewed for accuracy checking invoices, statements, cheques and the receipts and payments book.
It was proposed that a Direct Debit was set up with EDF in order to stop being charged a late fee. **Resolved:** a Direct Debit will be set up with EDF.
- b) Approval to pay South West Water for services to the Market House. **Resolved:** to approve payment.
- c) Approval to pay Streetmaster for the replacement seating. **Resolved:** to approve payment.
- d) Approval to pay All Seasons for grass cutting 15.09.2021. **Resolved:** to approve payment.
- e) Approval to pay DALC for the attendance of Cllr: Jill Millar at the “Being a Good Councillor” Course. **Resolved:** to approve payment.
- f) Approval to pay the Information Commissioner the Data Protection fee renewal. **Resolved:** to approve payment.
- g) Request from Okehampton District Community Transport Group for a grant. **Resolved:** to take forward to the next Finance Group Meeting.
- h) Approval to pay WDBC for emptying litter and dog bins. **Resolved:** to approve payment.
- i) Approval to pay EDF for services to the Market House. **Resolved:** to approve payment.
- j) Approval to reimburse the Clerk for Petty Cash. **Resolved:** to approve payment.

70. ENVIRONMENT

a) Jubilee Field Inspection Report – Cllr: Marion Stanbury

Cllr: Marion Stanbury reported that the Jubilee Field was immaculate and All Seasons were doing an excellent job in managing the field. The play equipment was all in good order. **Resolved:** it was requested that Counsellors should have a refresher in understanding and using the Defibrillator. Councillors will meet prior to the next meeting at the Jubilee Hall.

b) Public Convenience Inspection Report – Cllr: Marion Stanbury

Cllr: Marion Stanbury reported that the Public Conveniences were in a good, clean order. **Noted.**

c) Pound Garden (Min: 59(e) refers)

Chagford Parish Council offered to pay for the plants etc that the volunteers had planted in the Pound Garden. However, the plants supplied were donations. The gravel, compost and bird boxes were also donated. Therefore, the garden should be very low maintenance.

Resolved: it was agreed that Chagford Parish Council should make an Honorarium to the volunteers of £100.00 in appreciation of the work being done and to make this a formal agreement with the group.

d) Play Equipment Safety Inspection (Min: 59(d) refers)

The Clerk has contacted RoSPA Play Safety regarding a play equipment safety inspection. RoSPA visit Devon in March/April to carry out annual inspections which would be at a reduced rate. If the Parish Council wish to have an Inspection carried out as soon as possible the standard charge will apply. The cost will be £236 plus VAT and the inspection will take place within six weeks. **Resolved:** to book an inspection as soon as possible and order an inspection in March/April so as to get on the annual inspection list.

71. CLERK/CHAIRMAN'S REPORT

a) The Chairman reported that the door handle was missing from the inside of the main door of the Gentleman's Toilets. **Resolved:** a replacement will be fitted.

b) Cllr: Kevin Coombe has requested some sand to fill the sandbags which are kept at the Fire Station. **Resolved:** the Clerk will apply for a grant to purchase some sand through the Devon Emergency Resilience Fund.

Councillor Marion Stanbury left the meeting at 9.10 p.m.

72. CORRESPONDENCE AND EMAILS

a) Temporary Prohibition of Through Traffic – 26th October – 29th October 2021. Road past Meldon Heights, Chagford. Fibre cabling for new customer connection. **Noted.**

b) An email has been received suggesting Chagford organise an 'Welcome to Chagford' event and/or leaflet. **Resolved:** Chagford Parish Council will consider this suggestion.

- c) The annual Dartmoor Devil cycle ride will pass through Chagford Parish on Sunday 31st October. There will be a total of 200 on the event and should be very well spread out. Riders leave Bovey Tracey in two groups, at 8am and 9am. After some soup at The Globe the riders climb to Jurston Cross and on to Two Bridges. The first riders are expected in Chagford about 10.15 am. **Noted.**
- d) Youth Work Project Update – CELT advertised over the summer for an Interim Youth Worker to start this term but had no applicants. The weekly Youth Drama Group are still going by hiring two facilitators from MED Theatre. CELT are currently using St. Michaels Church as a venue. CELT continue to review it needs. Any insights that the Parish Council wishes to share will be very welcome. **Noted.**
- e) Thank you from Chagford Film Festival for the grant towards the Insurance costs. **Noted.**
- f) Councillors Questions
Cllr: Rachel Short will advertise the Consultation on Facebook.
Remembrance Sunday is approaching and Members were asked to help with the clearing of leaves at Cross Tree on 13th November 2021 at 8.00 am.
The inspection of Open Fields will take place on 6th November 2021 at 8.00 am to close the fields. **Noted.**

73. ACCOUNTS FOR PAYMENT	£
a) DD – BT Telephone and Broadband Services (Oct)	55.36
b) o/l Mrs. S. Curtis – Salary	647.31
c) 4639 HM Revenue and Customs – PAYE	174.15
d) o/l Mrs. S. Curtis – Expenses	20.00
e) 4640 Source for Business – Services to Market Hse	203.29
f) 4641 Streetmaster – Replacement Seating	276.00
g) 4642 All Seasons – Grass Cutting	480.00
h) 4643 DALC – Attendance of Course	18.00
i) 4644 Information Commissioner – Data Protection	40.00
j) o/l WDBC – Emptying Litter and Dog Bins	1,336.61
k) 4645 EDF Services to Market Hse	192.32
l) o/l Mrs. S. Curtis – Reimburse Petty Cash	92.20

PART II Councillor Vacancy

A vacancy exists on the Parish Council, due to a recent resignation, which is to be filled by co-option. The term of office will run until May 2023.

The Parish Council has received one application, it was agreed that Stuart Wright, will be co-opted on to Chagford Parish Council, for the remainder of the term of Office.

The Meeting closed at 9.30 p.m.