

**Minutes of the Regular Meeting of the Chagford Parish Council held at  
Endecott House on Monday 11<sup>th</sup> December 2017 commencing  
at 7.30 p.m.**

Prior to the commencement of the meeting The Chairman paid tribute to Cllr: Jon d'Arch Smith who sadly died unexpectedly this morning. She also asked that the Councillors thought of the tragic death of Aaron Reilly and held some thoughts for all his family. The Councillors stood for a two minute silence in memory of Jon and Aaron

**Present:** Cllrs: Coombe, Hamer, Mrs. Haxton, Mrs. Hill (Chairman), Lloyd Hill, Parrott, Sampson, Mrs. Stanbury, Mrs. Thorn and Williams.

**125. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr: Miss Stead

**126. DECLARATIONS OF INTEREST**

Cllr: Parrott declared an interest in Minute 129(a)

Cllr: Mrs. Stanbury declared an interest in Minute 129(a)

**127. CONFIRMATION OF THE MINUTES**

a) The Minutes of the Regular Meeting held on Monday 13<sup>th</sup> November 2017 were confirmed and signed as a true record.

b) The Minutes of the Extraordinary Meeting held on Monday 27<sup>th</sup> November 2017 were confirmed and signed as a true record.

**128. MATTERS ARISING**

**a) Application to Name and Number the new development (Min: 121(a) refers)**

The following street names for the new development have been agreed by West Devon Borough Council:-

Lords Meadow  
Clerks Well Close  
Tinnars Lane  
Bellacombe Mead  
Amery Way  
Turnlake Road  
Granite Lane  
Streamers Lane

There are still approximately five or six street names still needed for the development. The following were suggested - Drovers Lane, Drift Way, Berry Close, Prouze -, Hayter – and Hames -. **Resolved:** to write to WDBC with these suggestions.

**b) Ashfords Account and the 106 Agreement**

An invoice has been received from Ashfords Solicitors regarding work done on the 106 Agreement for the development off Lower Street.

Ashfords have not heard from the Parish Council for some time as to whether the 106 is still proceeding. **Resolved:** Chagford Parish Council were under the impression that the 106 Agreement had been signed but

have not heard from DNPA. The Chairman will contact CG Fry to enquire of the situation.

**c) Report on the viewing of the sample Forticrete at the School Site**

Members visited the School site to view the sample Forticrete. Councillors accept that the Forticrete has to be used but would wish to ensure that the grouting between the blocks is lighter rather than darker. The Parish Council asked if the blue grey colour which is far from the colour of the Chagford granite could be avoided

The Council also requested that the boundary wall will reflect the granite wall alongside the Blue Cedar Development.

The Planning Officer welcomed the Parish Council's comments but having considered what has been presented to the Authority, the cladding seen on site with the dark render has been formally approved. **Resolved:** to write to the Planning Officer expressing the Parish Council's disappointment and reiterate they hoped that the Boundary Wall will reflect the granite wall alongside the Blue Cedar Development.

**d) Appointment of Trustees for Friends of St. Michaels**

Two Trustees for Friends of St. Michaels are needed due to the retirement of two of the present Trustees. Nominations need to come from the community. **Resolved:** Members to speak to members of the Community and come back with nominations.

**129. URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION**

**a) Great Tree water problem/broken culvert**

South West Water has a pipe in the road where water has been coming out on to the road. This is a County Council Asset therefore it is up to DCC to repair this..

Skanska have carried out works to find that the pipe goes underneath a tree. As the pipe is so close to the tree there is no way for them to excavate safely therefore Skanska have had to call the workers off the site. There are several options being considered all of which utilize a high amount of capital funding. As it stands the lights will have to remain in place until such time as funding can be found to carry out the more substantial works and an agreement can be reached. **Resolved:** to write back to the Neighbourhood Highways Officer asking for a timescale.

**b) Chagford Car Park**

A letter has been received regarding the parking spaces in Chagford Car Park. A gentleman who visits Chagford regularly is finding it increasingly difficult to park an ordinary sized car in one of the spaces in the car park. Due to the number of large vehicles which are becoming wider and longer the present spaces are not wide enough to take them, the car park was not originally designed for such vehicles. **Resolved:** to acknowledge the letter and Chagford Parish Council will recommend to WDBC that the car spaces need updating.

**c) Provision of Sand Bags**

South Hams and West Devon Asset Team are offering the provision of bags and sand. **Resolved:** Chagford Parish Council feel the Parish have enough provision of sand.

**d) Post Box in the Square**

The Clerk reported to Royal Mail that the Post Box in the Square has been full on numerous occasions and with Christmas mail this is proving a problem. The Royal Mail has apologised but do not feel there is an issue. **Resolved:** the Clerk will contact Royal Mail again stating that the Post Box was full again this weekend and enquiring if there is any news on the repair to the Pillar Box.

**130. GROUP/REPRESENTATIVES REPORTS**

**Planning Control Matters – Cllr: Parrott**

**a) Ref: 0580/17 – Wheatfield, Chagford**

Erection of ground floor and first floor extensions and alterations to previously approved first floor terraced area. **Resolved:** to support the application

**b) Grant of Conditional Planning Permission**

**Ref: 0512/17 1A The Square, Chagford**

Alterations and change of use of workshop to holiday let. Subject to conditions. **Noted.**

**Group Reports**

**c) Car Parking Strategy Group Meeting – Cllr: Sampson**

Cllr: Sampson attended the Car Parking Strategy Group Meeting at Kilworthy. A review of parking charges for Car Parks managed by WDBC was discussed. With regard to Chagford the charges have not been increased for many years and it was thought an increase was necessary. However the car park would need to be updated if this was to happen. Proposals will be put forward and Cllr: Sampson will then update Members. **Noted.**

**131. FINANCIAL MATTERS**

**a) Financial Group Report – Cllr: Mrs. Haxton**

The accounts had been scrutinised and approved to date.

The finances were discussed and it is recommended that the telephone/broadband package should be negotiated.

It was noted that Councillors were not claiming mileage expenses.

Expenditure which should be considered for the next financial year are the Clerk Salary, Legal Cost, Insurance, Elections, the Jubilee Field and the Air Ambulance.

It was suggested that the above should be considered when setting the Precept in the New Year.

The following grants had been paid –

- I. Wellmoor - £500.00
- II. Chagford Bulletin - £150.00
- III. Chagford Swimming Pool - £2000.00
- IV. The Memory Café - £100.00

The following grants were recommended by the Finance Group:-

- i. C.A.B. - £100.00
- ii. Okehampton District Community Transport Group - £100.00
- iii. The Business Association (Christmas Trees/Lights) - £150.00
- iv. Chagford PCC (Churchyard Maintenance) - £700.00
- v. Mrs. J. Anderson (upkeep of Southcombe Gardens) - £100.00

**Resolved:** to approve payment.

- b) Approval to pay Ashfords for Advice on the 106 Agreement and associated matters. **Resolved:** to approve payment
- c) Request from Citizens Advice for a donation for 2018/2019. **Resolved:** to approve payment of £100.00.
- d) Request from St. Michael the Archangel Parochial Church Council for a donation. **Resolved:** to approve payment of £700.00.
- e) Approval to pay Chagford Business Association for the Southcombe Garden Christmas Tree. **Resolved:** to approve a grant of £150.00 which will cover the Southcombe Garden Christmas Tree.
- f) Approval to pay Mr. J. Shears for Lenghtsmans duties. **Resolved:** to approve payment.
- g) Approval to pay Mr. J. d'ArchSmith for Osmo UV Protection Oil. **Resolved:** to approve payment.
- h) Approval to pay Yewtopia for Grass Cutting the Jubilee Field 31/10/17. **Resolved:** to approve payment.
- i) Notification of new external auditor for the 2017/18 financial year will be PKF Littlejohn LLP. **Noted.**

## 132. ENVIRONMENT

### a) Jubilee Field Inspection Report – Cllr: Williams

Cllr: Williams reported that the Jubilee Field was in a clean and tidy condition with no litter. The play equipment was in good condition, Cllr: Williams checked the Multi Play which was in satisfactory order. The fence posts were also checked and were considered secure. The gates will need new posts and new self-closing springs in the future. There are still are number of moles around the field. **Noted.**

### b) Public Convenience Inspection Report – Cllr: Williams

Cllr: Williams reported that the Public Conveniences were in satisfactory order. **Noted.**

### c) Pest Control at the Jubilee Field

The Clerk contacted Mark Baker regarding the problem with the moles in the Jubilee Field. He feels that his pest control methods would not be suitable in the Jubilee Field due to the amount of Children using the field. **Resolved:** to contact WDBC for advice.

**d) Highways issues in and around Chagford**

The Clerk has recently reported a number of problems around the town to the Neighbourhood Highways Officer -

- I. The tree stump at Factory Cross – has been reported to the Environment Team
- II. The pipe at the bottom of the steps into the car park – there is an order to renew the small section of pipe
- III. The state of the pavement on Mill Street – Skanska have visited the site and will repair any damage that meets their defect policy. In the long term the Neighbourhood Highways Officer has requested the pavement should have more major repairs.
- IV. Overgrown vegetation on the Orchard Meadow Path – been passed on to the public rights of way team.
- V. Sinking hole in Lower Street – has been repaired.
- VI. Overgrown vegetation on Yellands Lane – the Neighbourhood Highways Officer will deal with.

**Noted.**

**133. CLERKS/CHAIRMANS REPORT**

There was no Clerks/Chairman's report.

**134. CORRESPONDENCE AND EMAILS**

a) The next Dartmoor National Park Authority Development Management Committee will be held on 5<sup>th</sup> January 2018 at Parke, Bovey Tracey.

**Noted.**

b) Mrs. Janet Anderson has informed Chagford Parish Council that she will be unable to look after the Southcombe Gardens as from January 2018.

**Resolved:** Mrs. Anderson has very kindly looked after the garden for many years, the Parish Council will write and thank her for all her hard work and present her with her honorarium.

c) A letter has been received from the Chagford Business Association regarding the proposed new car park at the new development stating concerns regarding the management of the car park. **Resolved:** to acknowledge the letter suggesting that the Business Association can make a short presentation at the Annual Assembly making sound financial suggestions on how the car park can be run.

d) WDBC has arranged a Town and Parish Council training event to take place in Tavistock on Wednesday 17<sup>th</sup> January. The topic covered will be The Members Code of Conduct – purpose and application. **Resolved:** to book Cllr: Mrs. Stanbury on the course.

**135. ACCOUNTS FOR PAYMENT**

a) 4237 Mrs. S. Curtis – Salary	524.67
b) 4238 HM Revenue and Customs – PAYE	126.80
c) 4239 Mrs. S. Curtis – Expenses	20.00
d) 4240 Ashfords – 106 Agreement	600.00
e) 4241 Mr. J. Shears – Lengthsmans Work	216.00
f) 4242 Mr. J. d'ArchSmith – Protection Oil for Seats	48.74
g) 4243 Yewtopia – Grass Cutting 31/10/17	140.00

**The Meeting Closed at 9.25 p.m.**