

**Minutes of the Regular Meeting of the Chagford Parish Council held at  
Endecott House on Monday 12<sup>th</sup> July 2021**

**Present:** Cllr: Kevin Coombe, Cllr: Mrs. Gay Hill (Chairman), Cllr: Jill Millar, Cllr: Andrew Parrott, Cllr: Debbie Phelps, Cllr: Mrs. Gill Printy, Cllr: John Shears, Cllr: Rachel Short, Cllr: Marion Stanbury

**In attendance:** Cllr: Nicky Heyworth, West Devon Ward Member.

**30. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr: Margaret Haxton, Cllr: Christine Malseed and Cllr: Peter Williams

**31. DECLARATIONS OF INTEREST**

a) Cllr: Kevin Coombe declared an interest in Minute 36(g)

**32. CONFIRMATION OF THE MINUTES**

a) The Minutes of the Regular Meeting held on Monday 14<sup>th</sup> June 2021 were confirmed and signed as a true record.

**33. MATTERS ARISING**

**a) Proposed Cattle Grid (Min: 116(a) refers)**

Further details have been received regarding the two quotations for the installation of the proposed cattle grid and associated works. An updated quotation from Robinson Plant Ltd, reflects the increased costs, particularly relating to the steep rise in steel prices. T.A. Sutcliffe Contracting Ltd declined to provide an updated quotation.

The Robinson Plant quotation does not include costs associated with the road closure notice, licence and signage, and any minor making good of the tarmac road surfacing.

The comparable costs are as follows:-

Robinson Plant as of 21/06/21 – Total £15,944.00

Sutcliffe Contracting outdated quotation – Total £19,894.00

It is proposed to proceed with the Robinson Plant Ltd quotation.

**Resolved:** to confirm a £2,500 grant from Chagford Parish Council.

**b) Proposed Bike Stands in Chagford Car Park**

The Clerk has been in correspondence with West Devon Borough Council regarding the installation of bike stands within the WDBC car park in Chagford. Chagford Parish Council suggested siting bike stands in the Co Car space, however WDBC suggested a location next to the recycling banks and near to the play park which would mean there is no loss of parking spaces.

The Clerk raised concerns regarding the suggested area as hatched lines were put in place in order that DCC could move and replace the recycling banks. WDBC will make the necessary enquiries with the waste team to

see whether the bike stand would cause any obstructions in terms of removing/replacing the banks.

The Clerk also asked if WDBC had considered installing bike chargers but they had not considered this to date. **Resolved:** to arrange a meeting with members of WDBC to discuss all things parking.

**c) Proper Job Music Day (Min: 23(a) refers)**

The organisers of Proper Job Music Day have applied for a road closure from DCC for the Proper Job Music Day. DCC have suggested the closure to include the full section of The Square, Fowlers to the Fountain, so that cars coming from the northern end will not have to reverse back when they get to the Market House, as they cannot turn right where it has the PC symbol. **Resolved:** the Parish Council are in agreement with DCC's suggested closure.

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

There was no urgent business.

**35. GROUP/REPRESENTATIVES REPORTS**

**Planning Control Matters – Cllr: Andrew Parrott**

**a) Ref: 0298/21 Honeybags, Chagford**

Proposed: External works, car parking modifications and car port with store. **Resolved:** to support the application. Policy DMD 24 applies.

**b) Ref: 0314/21 30 Meldon Road, Chagford**

Proposed: Two storey side extension to provide additional accommodation and storage. **Resolved:** to support the application. Policy DMD 24 applies.

**c) Ref: 0318/21 9 Manor Drive, Chagford**

Proposed: Single storey extension, internal alterations and reconfiguration of existing garage and driveway. **Resolved:** to support the application. Policies DMD1a, DMD4 and DMD 24 apply.

**d) Ref: 0343/21 Bellacouch Barns, Chagford**

Proposed: Erection of timber framed car port and store. **Resolved:** to support the application. **Resolved:** to support the application. Policies DMD12 and DMD 24 apply.

**e) Ref: 0345/21 Lingcombe Farm, Chagford**

Proposed: Rebuilding former butchery/domestic store to provide workshop, WC and plant room. **Resolved:** to support the application. Policies DMD 7 and DMD 24 apply.

## **Grant of Conditional Planning Permission**

### **f) Ref: 0209/21 Middle Drewston Farm, Chagford**

Erection of general storage building (9.14 x 9.14m). Subject to conditions. **Noted.**

### **g) Ref: 0216/21 Chagford Church of England Primary School, Chagford**

Proposed: Installation of Solar PV panels on existing roof. Subject to conditions. **Noted.**

## **Reports**

### **h) Climate and Ecological Working Group (Min:22(e) refers)**

Members of the Climate and Ecological Working Group met on Monday 12<sup>th</sup> July 2021. The purpose of this meeting was to reconvene the Working Group to take it forward. The Parish Council works with Parishioners to take ideas out to the Parish and then have a consultation. Due to the many ideas/changes going on in Chagford ie bike stands, a Square re-order, 20mph speed limit etc it is hoped to have a consultation in September/October and invite a representative from Devon County Council Highways to attend.

It was recommended that four groups should be formed –  
Land Management  
Transport and Travel  
Built Environment  
Community Action

It was proposed that members should form small groups for each item with a Parish Councillor on each committee. The groups would be under the umbrella of the Parish Council and report back to the Chagford Parish Council quarterly. **Noted.**

### **i) Parish on-line Mapping Course**

The Clerk attended the virtual Parish on-line Mapping Course. Parish on-line is a tool for helping Local Councils use digital maps to store and manage assets, produce neighbourhood plans and engage with the public.

It is a self-service mapping service where you can set up and record an asset register. You can see data from local authorities ie records of public right of ways, drains, streetlights etc.

Parish online is a subscription service, charged annually. Pricing is based on population. Chagford would be £120.00 with a 20% discount being DALC Members. No software to install and is a secure site controlled by Parish online with support given. **Resolved:** to subscribe to Parish on-line.

### 36. FINANCIAL MATTERS

#### a) Finance Group Report

A meeting of the Financial Group had been held and the accounts had been scrutinised and approved to date.

The Income for the first three months of the Financial Year totals £31,490.07 which includes the first half of the precept of £25,000.00.

Outgoing for the first three months totals £12,683.92.

Total amount of grants given in first three months is £1500.00.

Market House rents are up to date.

VAT returned is £3,972.46.

£67.22 received in from UELS.

The two unrepresented cheques from the last financial year have now been presented. **Noted.**

b) Approval to pay EDF for services to the Market House. **Resolved:** to approve payment.

c) Approval to pay British Gas for services to the Bellacouch Meadow Public Conveniences. **Resolved:** to approve payment.

d) Approval to pay All Seasons for grass cutting 9.6.21 and 23.6.21. **Resolved:** to approve payment.

e) Request from the CEO of Proper Job for a grant towards a community defibrillator to be sited somewhere in the vicinity of the Market Field.

**Resolved:** the Parish Council understand that enough money has been raised.

f) Approval to pay James Bowden and Son for a new toilet seat for the Ladies Public Convenience in the Market House. **Resolved:** to approve payment.

g) Approval to pay Chagford Combined Charity for the hire of Endecott House. **Resolved:** to approve payment.

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

### 37. Jubilee Field Inspection Report – Cllr: Andrew Parrott

a) Cllr: Andrew Parrott reported that the Jubilee Field was generally in very good order with not much litter around the field. There had been some fly tipping of some roof slates in the stream which had been removed. The grass cutting was excellent and the field look better than it had been for many years. All the equipment was in order apart from a few cracks in some surfaces. **Noted.**

#### Public Convenience Inspection Report – Cllr: Andrew Parrott

b) Cllr: Andrew Parrott reported that the Public Conveniences were in good order and the smell in the Gents seems to have been sorted. **Noted.**

### 38. CLERKS/CHAIRMANS REPORT

a) A request had been received to change the titles of Councillors in the Minutes ie not to use titles Mrs. Ms etc. After some discussion it was proposed to use first names instead of titles. However, Cllr: Mrs. Printy wished to keep her title (Mrs.). **Resolved:** from now on Councillors would be noted with their first name.

- b) Beating the Bounds was discussed and agreed that a scaled down beating the bounds should go ahead on Sunday 5<sup>th</sup> September. **Resolved:** to make the final plans at the August meeting.
- c) It was proposed that a gift should be given to the volunteer who assisted Cllr: Kevin Coombe repair the gate at the War Memorial Playing Field. **Resolved:** agreed to purchase a gift of Cider for the volunteer.

**39. CORRESPONDECE AND EMAILS**

- a) Chagford Two Hills Committee is planning to go ahead with the annual Chagford Two Hills Race on Sunday 29<sup>th</sup> August 2021. Cllr: Rachel Short informed the Council that the footpath between Nattadon Road houses which leads to Nattadon had been very poached by cattle and could anything be done. **Resolved:** to ask the sector Ranger for DNPA if he could help.
- b) Briefing notes from the Dartmoor National Park Forum 2021 has been received from DNPA. As this was a long document they would be circulated to members.

**40. ACCOUNTS FOR PAYMENT**

a) Direct Debit – BT Telephone and Broadband Services (Jul)	55.36
b) o/l Mrs. S. Curtis – Salary	647.31
c) 4620 HM Revenue and Customs – PAYE	174.15
d) o/l Mrs. S. Curtis – Expenses	20.00
e) 4621 EDF – Services to the Market House	190.94
f) 4622 All Seasons – Grass Cutting	1,350.00
g) 4623 British Gas – Services to Bellacouch Meadow Toilets	79.63
h) 4624 James Bowden and Son – Toilet Seat	21.00
i) 4625 Chagford Combined Charity – Hire of Endecott Hse	360.00
j) 4626 Source for Business – Services to Market House	167.16

**The Meeting closed at 9.30p.m.**