

**Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 12<sup>th</sup> September 2022 commencing at 7.30 p.m.**

Prior to the Meeting Jane Davies Evans, Barrister representing the owners of the land of the proposed Greenway Project gave an update on the Greenway Project. Ms Davies Evans briefly explained the families' concerns and asked that the Greenway Project be disbanded and the Feasibility Study ended.

Two minutes silence was observed in honour of the late Queen Elizabeth II

**Present:** Cllr: Kevin Coombe, Cllr: Mrs. Margaret Haxton Cllr: Mrs. Gay Hill (Chairman), Cllr: Jill Millar, Cllr: Paul Mortimer, Cllr: Gill Printy, Cllr: John Shears, Cllr: Rachel Short, Cllr: Marion Stanbury and Cllr: Stuart Wright.

**In attendance:** The Clerk, Mrs. Sarah Curtis, Cllr: Nicky Heyworth, West Devon Ward Member and 17 members of the public

**52. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr: Christine Malseed and Cllr: Andrew Parrott.

**53. DECLARATIONS OF INTEREST**

- a) Cllr: Kevin Coombe declared an interest in Minute 58(n)
- b) Cllr: Marion Stanbury declared an interest in Minute 57(h)

**54. CONFIRMATION OF THE MINUTES**

- a) The Minutes of the Regular Monthly Meeting held on Monday 8<sup>th</sup> August 2022 were confirmed and signed as a true record.

**55. MATTERS ARISING**

**a) The Queen's Green Canopy Plaques (Min: 49(a) refers)**

The unveiling of the Plaques had to be postponed due to the Clerk being unable to find a Carpenter to mount the plaques. Any Councillor with any contacts would be appreciated. **Resolved:** The Clerk will send details to Cllr: Paul Miller who has a contact.

**b) The Birdcage Noticeboard (Min:107(c) refers)**

This item will be discussed at the October meeting due to lack of time.  
**Noted.**

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

- a) Approval to pay the Information Commissioner the Data Protection Fee.  
**Resolved:** to approve payment.
- b) Conditional Planning Permission has been granted for Ref: 0291/22 Proposed conversion of barn to leg store, Lingcombe Farm, Chagford.  
**Noted.**

## 57. GROUP/REPRESENTATIVES REPORTS

### Planning Control Matters – Cllr: Mrs. Gay Hill

#### a) Ref: 0316/22 2 Orchard Terrace, Chagford

Proposed: Erection of garden building. **Resolved:** to support this application. Policies 1.6 Sustainable Construction and 3.7 Extensions and Outbuildings apply.

#### b) Ref: 0319/22 Hope Cottage, Broomhill, Chagford

Proposed: Store/Outbuilding. **Resolved:** to support this application. Policy 3.7 Extensions and Outbuildings apply.

#### c) Ref: 0324/22 Maple Lodge, Moor Park, Chagford

Proposed: Retrospective permission for the erection of a new garden fence. **Resolved:** to object to this application; 1.7b and 1.7d Overbearing and Dominant Impact, Adverse Effect on Highway Safety.

#### d) Ref: 0333/22 Wellpark, Chagford

Proposed: Erection of agricultural livestock building. **Resolved:** to support this application.

#### e) Ref: 0334/22 20 Manor Drive, Chagford

Proposed: Single storey side extension, conversion of integral garage and addition of attached garage/workshop/utility store. **Resolved:** to object to this application; 3.7 Increase by more than 30%, 2.1 Location scale and layout.

#### f) Ref: 0347/22 Thorn Farm House, Chagford

Proposed: Demolition and removal of harmful 20<sup>th</sup> Century additions, full retrofit of original dwelling, replacement of car port. **Resolved:** to support this application. Policies 3.7 Residential Alterations and Enhancement and 2.7 Conserving Heritage Assets apply.

#### g) Ref: 0368/22 26 Ellis Drive, Chagford

Proposed: Install PV panels to roof of dwelling. **Resolved:** to support this application; and request fire safety solutions are applied to the panels.

#### h) Ref: 0349/22 Yelford Cottage, Chagford

Proposed: Replacement sheds and garage together with garden equipment shed and wood store. **Resolved:** Policies 3.7 Extensions and Outbuildings and 1.6 Sustainable Construction applies.

#### i) Ref: 0282/22 Lower Drewston Farm, Moretonhampstead

Proposed: Single storey link extension to reinstate the U-shaped courtyard form and associated landscaping works, new window to former farmhouse, and one new window to former threshing barn. **Resolved:** following Chagford Parish Council supporting this application an email from the Case Officer had been received. "This application cannot be supported as it is contrary to policy 3.7, which limits extensions/annexes etc to no more than 30% of the floor area of the original dwelling".

### Listed Buildings

**j) Ref: 0348/22 Thorn Farm House, Chagford**

Proposed: Demolition and removal of harmful 20<sup>th</sup> Century additions, full retrofit of original dwelling, replacement of car port. **Resolved:** to support this application.

### Grant of Conditional Planning Permission

**k) Ref: 0242/22 40 and 42 Lower Street, Chagford**

The amalgamation of two houses into one. Subject to conditions. **Noted**

**l) Ref: 0267/22 Woodtown, Chagford**

Replace windows with glass doors and construction of terrace on side elevation. Subject to conditions. **Noted.**

**m) Ref: 0257/22 46-48 The Square, Chagford**

Install new low noise outdoor condensing unit (to replace existing two units). Subject to conditions. **Noted.**

### Tree Works

**n) Ref: 22/0030 Meldon Garth, Chagford**

Proposed: to carry out work on the Copper Beach. **Resolved:** to support this application.

### Reports

**o) Climate and Ecological Event – Cllr: Jill Millar**

The Climate and Ecological Event on 3<sup>rd</sup> September 2022 held at Endecott House was very positive with over 50 people attending. There was much interest in the nature table, river table, discussion regarding the carbon footprint, traffic, planting trees, interest in a community bus, litter and plastic table. **Noted.**

**p) Chagford Music Day**

Chagford Music Day was another successful event which was well attended and left clean and tidy. Following last year's comments the gazebo was placed in a better position. **Noted.**

Cllr: John Shears left the meeting at 9.10 p.m.

## 58. FINANCIAL MATTERS

**a) Notice of Conclusion of Audit – Annual Governance and Accountability Return for the year ended 31<sup>st</sup> March 2022. **Noted.****

**b) Option to opt out of the SAAA central external auditor appointment arrangements. **Resolved:** all authorities require an appointed external auditor. Chagford Parish Council will opt-in for the central external auditor.**

**c) Approval to pay PKF Littlejohn LLP for the Annual Governance and Accountability Return for year ending 31 March 2022. **Resolved:** to approve payment.**

**d) Approval to pay EDF for 1 The Market House, Chagford for the period 21<sup>st</sup> May 2022 – 30<sup>th</sup> June 2022. **Resolved:** to approve payment.**

- e) Approval to pay All Seasons for the spraying weeds and trimming of the edges of the Jubilee Field. **Resolved:** to approve payment.
- f) Request from Okehampton District Community Transport for a grant. **Resolved:** to pay a grant of £100.00.
- g) Chagford Parish Council have changed their energy supplier for the Public Conveniences from EDF to British Gas. **Noted.**
- h) Request from the Chagford Film Festival for a grant. **Resolved:** to request a copy of their insurance certificate before agreeing a grant.
- i) Approval to pay Source for Business for services to the Market House. **Resolved:** to approve payment.
- j) Request from Clerk to change the telephone/broadband provider from BT to Plusnet Business Line + Fibre Broadband. **Resolved:** to change provider from BT to Plusnet Business Line.
- k) The Clerk has purchased Ink Cartridges on the Council Debit Card. **Noted.**
- l) The Insurance Renewal for Chagford Parish Council falls on 1<sup>st</sup> October 2022. **Resolved:** to pay the insurance renewal.
- m) Approval to pay Parish Online. **Resolved:** to approve payment.
- n) Approval to pay Chagford Combined Charity for the Hire of Endecott House. **Resolved:** to approve payment.

## 59. ENVIRONMENT

### a) Jubilee Field Inspection Report – Cllr: Paul Mortimer

Cllr: Paul Mortimer reported that the Jubilee Field was in good order. The grass was in good order after the very dry conditions. There had not been too much litter in the field. **Noted.**

### b) Public Convenience Inspection Report – Cllr: Paul Mortimer

Cllr: Paul Mortimer reported that the Public Conveniences were generally in good order. However, the Chairman reported that during the August Bank Holiday there had been many issues. The flush in the Gentlemen's was not working and the urinal was blocked. The Chairman had managed to keep the Gentlemen's Public Convenience open by visiting three times a day. **Resolved:** the plumber has now been and managed to rectify the issues. WDBC has been contacted to ask FCC to do a deep clean.

### c) Trees for the Ward Memorial Playing Field

The Recreational Trust will be holding a tree planting afternoon on Sunday 6<sup>th</sup> November 2022 where they are planning on planting 100 trees.

**Resolved:** write to the Recreational Trust reminding them that following a meeting between representatives of the Council and the Recreational Trust it was agreed that forty trees could be planted around the bank of the Cricket Field.

### d) Chagford Public Conveniences

Following the issues with the Public Conveniences over the August Bank Holiday weekend the Chairman suggested that the pans in the Gents Toilets were coming to the end of their life and the Parish Council should consider replacing them. **Noted.**

**e) The Orchard Footpath**

Reports had been received that the hedge on the Orchard Path is getting overgrown. **Resolved:** the footpath is DCC's responsibility, and the Clerk will report to DCC.

**60. CLERKS/CHAIRMANS REPORT**

Cllr: Rachel Short confirmed that the Greenway Project had been disbanded. However, the Facebook Page and Web Site were still live which had caused concerns. **Resolved:** Cllr: Rachel Short reported that she would prepare a statement stating the Greenway Project had disbanded.

**61. CORRESPONDENCE AND EMAILS**

- a) Temporary Prohibition of Through Traffic – Sunday 2 October 2022. Road from Teign Marsh to Easton Cross, Chagford. To provide new water service. **Noted.**
- b) Resurfacing works will take place on the A382 near Sunnyfield north of Moretonhampstead from Wednesday 28<sup>th</sup> September to Friday 30<sup>th</sup> September 2022. The road will be closed to vehicles on each working night between the hours of 7pm and 7am. **Noted.**
- c) An email has been received suggesting Chagford Parish Council contact Jonas mobile fishmongers inviting them to make a weekly visit to Chagford. **Resolved:** a mobile fishmongers will be returning to Chagford on Tuesdays.

**62. ACCOUNTS FOR PAYMENT**

a) DD EDF Energy – Services to the Market House	56.24
b) DD British Gas – Services to Ellis Drive	18.41
c) DD BT Telephone and Broadband Services (Sep)	60.49
d) o/l Mrs. S. Curtis – Salary	673.55
e) o/l Mrs. S. Curtis – Expenses	20.00
f) 4731 HMRC – PAYE	180.80
g) 4732 PKF Littlejohn LLP – External Audit	360.00
h) o/l EDF – Services to 1 The Market House	86.73
i) 4734 All Seasons – Weed Killing	367.20
j) 4735 Source for Business – Services to the Market Hse	144.83
k) 4736 Parish Online – Mapping	96.00
l) 4737Chagford Combined Charity – Hire of Endecott Hse	360.00
m) 4738 Information Commissioner – Data Protection	40.00
n) 4739 Source for Business – Services to the Market Hse	173.82

**The meeting closed at 9.45 pm**