Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 12th December 2016 at 7.30 p.m.

Prior to the Parish Council Meeting Jane Rush gave a short statement regarding the proposed application for planning permission for the construction of the new Chagford C of E Primary School.

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

Apologies: Cllr: Miss Stead.

In attendance four members of the public.

340. DECLARATIONS OF INTEREST

Cllr: Coombe declared an interest in Minute 345 Cllr: d'Arch Smith declared an interest in Minute 345 Cllr: Mrs. Stanbury declared an interest in Minute 344

341. CONFIRMATION OF MINUTES

The Minutes of the Regular Meeting held on Monday 14th November 2016 were confirmed and signed as a true record.

MATTERS ARISING

342. The Clock on the Market House (Min: 307 refers)

The Council has heard back from West Devon Borough Council regarding the proposed agreement between WDBC and Chagford Parish Council to install a clock on the Market House.

WDBC are advising that rather than a licence, the proposal would be better suited for both parties if formalised by way of a lease agreement. This would mean the Parish Council employing a solicitor which would incur costs for the Councils solicitor and WDBC's legal team. This was omitted in the draft Head of Terms from WDBC. **Resolved:** to ask WDBC if they would like the clock for the Market House as a gift from Chagford Parish Council.

URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCETION

343. As there was much business this would be spread across the meeting.

GROUP/REPRESENTATIVES REPORTS

Cllr: Mrs. Stanbury left the meeting

344. Ref: 0624/16 Thorn Farm, Chagford

Extension to agricultural building. Resolved: no objection

Cllr: Stanbury returned to the meeting

345. Ref: 0627/16 Chagford Church of England Primary School

Construction of new primary school on existing school playing field and demolition of existing school buildings. **Resolved:** no objection - The Parish Council wish to confirm that the Hall and Sports facilities will be available for Community use outside school hours and be assured that the Hall does not prohibit some sports such as badminton.

The Parish Council have great concerns with regard to the traffic during school pick up and drop off. The parking should be improved in the area by the provision of school parking but until there are definite alterations to the highway the Council would wish that the buses for the primary school are able to drop off and pick up in secure surroundings, and the parent parking be better supervised.

346. Ref: 0632/16 1 Old School, New Street, Chagford

Erection of a pitched roof dormer window to the rear of dwelling. **Resolved:** no objection – the Council would like to see obscured glass in the dormer window for privacy reasons.

347. Ref: 0200/16 Cullaton Cottage, Chagford

Amended plans for information only – addition of vertical boarded S.W. doors to implement shed. **Noted.**

348. Ref: 0635/16 Mill End Hotel, Chagford

Proposed: Alterations to detached building in association with provision of additional letting bedrooms. The Councils observations need to be with DNPA by 27th December 2016 therefore the planning group will consider the plans and will be agreed with Chairman and Vice Chairman. **Noted.**

Listed Building Consent

349. Ref: 0602/16 Whiddon Park House, Easton Cross, Chagford

Replacement kitchen floor. **Resolved:** The Council supports this application however recognize that it does not have the necessary skills to comment on the specific details of a Listed Building.

350. Grant of Conditional Planning Permission

Replacement of three 16KW air source heat pumps with one 16KW and one 9KW air source heat pumps. **Noted.**

351. Tree Works

a) Ref: 16/0062 Chagford Conservation Area: St. Michael's Church

1 – 3 Conifer – Fell

4 – 5 Holly – Fell

Resolved: no objection to fell 1 and 2 Conifer and Holly. Object to felling no. 3 conifer (Lawson Cypress). There is concern over the need to fell the conifer as there appears to be no reason for its removal other than it is blocking the sight lines from an impending development next to the churchyard. The tree appears to be perfectly healthy.

- b) Ref: 16/0055 Chagford Conservation Area: Eastholme
 The National Park Authority has not protected the tree with a Tree
 Preservation Order. Noted.
- c) Ref: 16/0056 Chagford Conservation Area: Heylands
 The National Park Authority has not protected the tree with a Tree
 Preservation Order. **Noted.**
- d) Ref: 160060 Chagford Conservation Area: 40 New Street Preservation Order. Noted.
- e) Tree Felling Moorlands, Mill Street, Chagford

 DNPA has informed the Council that a Cherry Tree in the gardens of

 Moorlands has shed a large limb and the remaining tree is in very poor
 condition and is in imminent danger of collapse. The tree is likely to be
 felled in the near future. Noted.

Group Reports

352. Eastern Links

Dr. Alex Degan and Laura Nicholas gave a talk on the closure of beds at Okehampton Hospital which comes down to finance. The new Devon CCG has developed a new model of care this model would lose the beds in Okehampton Hospital.

Cllr: Jan Coffey stated that public meetings have been held, an on line and paper petitions set up in an attempt to save the beds. A team were working hard to investigate the data used to produce the CCG recommendations.

Insp Mark Sloman gave a report on Policing issues. Recent data covering the last 3 months show a reduction in most crime areas. We continue to live in a very safe area, overall crime remains low.

South Tawton, Drewsteignton and Chagford's application for TAP funding were all agreed. **Noted.**

353. DNPA Forum

Cllrs: Hamer and Parrott attended the DNPA Forum at Parke on 25th November 2016. A talk was given on the Christow Affordable Housing Scheme. 18 houses in total have been build, 16 are offered at affordable rents and 2 Passivhaus Houses are for sale on the open market.

Moor than meets the eye gave a talk on Parishscapes. Parishscapes is a project which will help local communities to come together to explore their parish landscape and discover the heritage within it.

DNPA new initiative to place model Otters in locations across the Moor will be launched in the spring, they will be painted by local artists. **Noted.**

354. DALC County Committee

Cllr: Mrs. Hill attended the DALC County Committee on 5th December 2016. A report was given on the DALC AGM and Conference 2016 which was overall judged a great success.

Devolution – the County Committee was updated on the progress of the Heart of the South West and the devolution bid. Some councils were splitting and developing their own devolution deal. The formal devolution process is still on going.

The Devon Resilience Event held on 9th November 2016 was well attended and a useful event.

Members were reminded that Councils of less than £25k turnover have to comply with the Transparency Code this means having a website where documents can be posted. There is a grant available to set this up. **Noted.**

355. Super Links Meeting

Cllrs: Mrs. Hill and Sampson attended the Super Links Meeting on 7th December 2016. The Meeting started with WDBC stating that they had a deficit and money had to be saved.

Fusion Lifestyle has officially signed up to operate South Hams and West Devon's leisure centres.

West Devon Borough Council are still having problems with their IT systems and responding to telephone calls, emails etc.

A talk was given by the Police Crime Commissioner Alison Fernandez.

John Hart from Devon County Council expressed his concerns regarding further reductions in funding. **Noted.**

FINANCIAL MATTERS

356. Financial Group Report – Cllr: Mrs. Haxton

a) The accounts had been scrutinised and approved to date.

Two payments had been made which had not been projected – Solicitors Fees and the Defibrillator.

Future expenditure which should be considered – the Clerk has completed her CiLCA Training which will incur an increase in her salary.

Legal Fees for the installation of the Clock.

Refurbishment of the parish seats and noticeboards

The updating of the Emergency Plan. Noted.

- b) The following grants were recommended by the Finance Group:
 - i. Chagword £350.00
 - ii. C.A.B. £100.00
 - iii. Okehampton District Community Transport Group £100.00
 - iv. The Business Association (Christmas Trees/Lights £150.00
 - v. Chagford Swimming Pool (Lifeguards) £1,000.00

- vi. Chagford PCC (Churchyard Maintenance) £700.00
- vii. Mrs. J. Anderson (upkeep of Southcombe Gardens) £75.00 **Resolved:** to approve payment.
- **357.** Approval to pay Yewtopia for cutting the grass at the Jubilee Field. **Resolved:** to approve payment.
- **358.** Approval to pay DALC for Cllr: d'Arch Smith attendance at a Planning Course. **Resolved:** to approve payment.
- **359.** Approval to pay WDBC for emptying the litter and dog bins. **Resolved:** to Approve payment.

ENVIRONMENT

360. Jubilee Field Inspection Report - Cllr: Williams

Cllr: Williams reported that the litter situation was good this month. There were some bolts missing from the Infant Multi Play. The Multi Play is in need of some caps on the nuts which Cllr: Williams will fit in the near future. Surfaces good. **Noted.**

361. Public Convenience Inspection Report – Cllr: Williams

The Gentleman's Public Convenience was in good order. The Ladies was in need of cleaning when inspected but when checked again this had been completed. **Noted.**

362. Public Access Defibrillator (Min: 308 refers)

The Clerk confirmed that the Cabinet for the PAD had arrived. **Resolved:** the Cabinet has to be fitted to the Jubilee Hall the Clerk would ask Jeffrey and Pengelly if it is something they could do.

363. Community Landing Sites for the Devon Air Ambulance – CIIr: Coombe Devon Air Ambulance are working with communities and organisation to get a network of floodlit community landing sites which will enable the Air Ambulance to bring a life-saving service into the heart of communities when it is dark. It needs to be a flat open area of at least 50m x 50m on grass, tarmac or concrete. Where there are no existing lights DAAT would recommend installing a 10m high column with a set of 2 LED panel lights. Resolved: to express an interest in offering a landing site in Chagford.

CLERK/CHAIRMAN'S REPORT

364. Providence School Charity

The launch of the Providence School Charity will be held on Saturday 21st January 2017 at Throwleigh Village Hall at 7.30 p.m. All are welcome there will be light refreshments and entertainment. **Noted.**

365. Blue Cedar

Cllr: Sampson commented on the burglar alarms which had been installed on the houses and flats at the new development as they were very bright – are they all necessary? **Resolved:** the site is now open and it was suggested that members take a look around to see if everything was in order.

CORRESPONDENCE AND EMAILS

366. DALC Monthly Newsletter

The December Monthly Newsletter includes information regarding the Transparency Code for councils will less than £25k turnover.

Training and Events for Councillors and Clerks. Update on Legal Topics and Consultations. **Noted.**

367. A Nation's Tribute and WWI Beacons of Light

The Pageant master has informed the Council that there will be beacons lit in commemoration and remembrance of the end of WW1 and the many millions who were killed or came home dreadfully wounded. A chain of beacons will be lit on 11th November 2018 a century after the guns fell silent. **Resolved:** to register Chagford's involvement.

368. Chagford Car Park

A letter has been received by a member of the public regarding the size of the car parking spaces in Chagford Car Park. Due to the number of 4x4 vehicles and double cab pick-up trucks which are becoming wider and longer it is increasingly difficult to get an "ordinary sized vehicle" into one of these spaces. **Resolved:** Cllr: Sampson will bring this matter up with WDBC.

369. A letter forwarded by Cllr: James McInnes with regarding to the parking bay outside Maple Lodge.

South West Water is currently unable to access their water treatment works in Chagford when a tanker is needed because of a parking space outside Maple Lodge which is stopping the tanker from turning into the road off Lower Street. To solve the problem it would mean taking away a parking space outside Maple Lodge. This would require a TRO. **Resolved:** there is a number of parking bays/loading bays which require removing under a TRO, the Council can add this parking space when the TRO is put forward. Inform Cllr: McInnes that if the tanker goes up to the Square and comes down Lower Street the access if easier.

370. Development Management Committee

The next DNPA Development Management Committee will be on 6th January 2017 at Parke, Bovey Tracey. **Noted.**

371. Resignation from Mrs. M. Jeffrey's as a Council nominated Trustee for the Chagford Combined Charity.

Mrs. M. Jeffrey's has resigned as a Council nominated Trustee for the Chagford Combined Charity. After being a Trustee for many years Mrs. Jeffrey's has decided to make way for someone else. **Resolved:** to write to Mrs. Jeffrey's thanking her for all her hard and dedicated work she has given to the Chagford Combined Charity. Cllr: Kevin Coombe will take her place.

372. Chagford Show Community Fund

The members of the Chagford School have decided to donate a % of any profits made in 2016 to a charitable fund to be used to help local people or

projects within the show district. Applicants need to apply in writing by 10th January 2017. **Noted.**

373. Traffic Order

A temporary restriction is considered necessary to enable a duct to be installed in the verge and construct adjoining chambers from Tuesday 10th January 2017 until Wednesday 25th January 2017. Roads affected from Woodcote to Library and Chagford, junction with Orchard Meadow on road from Woodcote to Library, junction with road from Woodcote to Library on road from St. Michaels Church to Higher Middlecott. **Noted.**

374. Greater Dartmoor Local Enterprise Action Fund

The LAG and LEAF are community led organisation who successfully bid for funding from the Rural Development Programme for England 2014-2020 to run a rural grant funding programme focused on the economy and for which South Hams District Council are the Accountable Body. The aim of the LEAF and LAG programmes is to create jobs, assist business growth and productivity and benefit the wider rural economy. To apply please visit LAG – http://drcompany.co.uk/sdclag or LEAF – http://drcompany.co.uk/gdleaf

374. New Leisure Operator

Fusion Lifestyle has officially signed up to operate South Hams and West Devon's leisure centres. **Noted.**

375. Schedule of telephone boxes to be removed from DNPA areas

British Telecommunications has proposed the removal of 38 public payphones from across Dartmoor. More information, including a map showing where they are located, can be seen on the DNPA web site. **Noted.**

376. Netball Ring in Jubilee Field

A letter has been received from Sophie Caylor-Owen on behalf of a group of friends who attend Chagford Primary School, requesting that Chagford Parish Council install a netball ring in the Jubilee Field. **Resolved:** Chagford Parish Council will consider this request and look into costs etc.

377. ACCOUNTS FOR PAYMENT

a)	Direct Debit – BT Broadband Services (Nov)	47.39
b)	Direct Debit – BT Broadband Services (Dec)	47.49
c)	004068 Mrs. S. Curtis – Salary	415.95
d)	004069 HM Revenue and Customs	104.00
e)	004070 Mrs. S. Curtis – Expenses	20.00
f)	004071 Yewtopia (B. Pell) - Grass Cutting	140.00
g)	004072 DALC – Planning Course	36.00
h)	004073 Chagword	350.00
i)	004074 Citizens Advice Bureau	100.00
j)	004075 Okehampton District Community Transport	100.00
k)	004076 Chagford Business Association (Christmas Light	
-	and Trees	150.00

I) 004077 Chagford Swimming Pool (Lifeguards)	1,000.00
m) 004078 Chagford PCC (upkeep of Churchyard)	700.00
n) 004079 Mrs. J. Anderson (Honorarium Southcombe Grd)	75.00
o) 004080 WDBC Emptying of Dog/Litter Bins	502.94

The Meeting Closed at 9.55 p.m.

