

Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 12th December 2022 commencing at 7.30 p.m.

Present: Cllr: Mrs. Gay Hill (Chairman), Cllr: Jill Millar, Cllr: Paul Mortimer, Cllr: Andrew Parrott, Cllr: Mrs. Gill Printy, Cllr: John Shears and Cllr: Marion Stanbury.

In attendance: The Clerk, Mrs. Sarah Curtis.

85. APOLOGIES FOR ABSENCE

Apologies were received from Cllr: Kevin Coombe, Cllr: Mrs. Margaret Haxton, Cllr: Christine Malseed, Cllr: Rachel Short and Cllr: Stuart Wright.

86. DECLARATIONS OF INTEREST

- a) Cllr: Marion Stanbury declared an interest in Minute 90(a).
- b) Cllr: Mrs. Gay Hill declared an interest in Minute 90(c).

87. CONFIRMATION OF THE MINUTES

- a) The Minutes of the Regular Monthly Meeting held on Monday 14th November 2022 were confirmed and signed as a true record.

88. MATTERS ARISING

a) Bike Racks (Min: 77(b) refers)

Kirsty Howie is in possession of the new bike racks. A quote has been received from All Seasons to remove turf, concrete a pad, supply and lay 2ft x 2ft concrete slabs and fit the bike stands. Material and Labour £900.00. **Resolved:** to check with All Seasons that this includes supplying and laying stones.

b) Reduced Council Tax Scheme West Devon (Min:83(b) refers)

Each year the WDBC has to decide whether to continue with, replace or revise its Council Tax Reduction scheme for working age applicants in its area. Council Tax Reduction is a discount for council tax available to people on a low income.

Cllr: Jill Millar has sent the consultation to a number of Parishioners. This consultation is regarding a Council Tax Reduction for people on low income. The consultation will run until 18th December 2022.

www.engagement.westdevon.gov.uk/council-tax-reduction-2023-24.

Noted.

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

- a) Approval to pay Source for Business for services to the Market House. **Resolved:** to approve payment.
- b) A request for a grant for the Chagford Farmers Fayre held at Endecott House. A request to fund the printing of posters and advertising in Oke Links. **Resolved:** Chagford Parish Council felt that as this was a commercial venture, they could not offer a grant.
- c) Urgent Correspondence from Bruno Peek, Pageantmaster regarding forthcoming Coronation of His Majesty King Charles III. Beacons will not be lit for the Coronation of King Charles III, in June next

year. Buckingham Palace are conscious that the Coronation will take place less than a year after The Queen's Platinum Jubilee Beacons and are anxious to ensure that the events planned for May 2023 have a markedly different look to those of June 2022. **Noted.**

- d) A request for a grant from St. Michael the Archangel Parochial Church Council to help with the upkeep of the churchyard. **Resolved:** to award St. Michael the Archangel Parochial Church a grant of £500.00.
- e) West Devon Borough Council have finalised the costing for the cleaning of the toilets for 2023/24. There is a more significant increase this year compared to previous years due to the inflation rate. The contract price in terms of cleaning has therefore significantly increased to the Council. To provide cleaning at Chagford toilets for 2023/24 is £3629 (includes Wallgates). **Resolved:** it was agreed that WDBC should continue to clean the Chagford toilets for 2023/24.

90. GROUP/REPRESENTATIVES REPORTS

Planning Control Matters

To Consider DNPA Planning Matters for Consultation

Cllr: Marion Stanbury left the meeting

a) Ref: 0468/22 Northill, Chagford

Proposed: Replacement tractor shed and storage related to grassland farming. **Resolved:** to support this application.

Cllr: Marion Stanbury returned to the meeting

b) Ref: 0463/22 Little Weeke, Chagford

Proposed: Remodelling of bungalow including new roof design and an extension. **Resolved:** to support this application.

Cllr: Mrs. Gay Hill left the meeting

c) Ref: 0467/22 23 Lamb Park, Chagford

Proposed: Erection of single storey rear extension, rear dormer, porch and installation of rooflights. **Resolved:** to support this application.

Cllr: Mrs. Gay Hill returned to the meeting

d) Ref: 0428/22 20 Manor Drive, Chagford

Proposed: Single storey side extension, conversion of integral garage and addition of attached garage. **Resolved:** to object to this application due to it being overpowering and not in keeping with the area.

e) Ref: 0436/22 48 New Street, Chagford

Proposed: Replace existing garden shed with new larger garden shed. **Resolved:** to support this application.

Grant of Conditional Planning Permission

f) Ref: 0391/22 16 Bretteville Close, Chagford

Change of use of land from a highway to a domestic garden. Subject to conditions. **Noted.**

91. FINANCIAL MATTERS

a) Finance Group Report – Cllr: Mrs. Gay Hill

The Finance Group met on Thursday 8th December 2022. The accounts were reviewed for accuracy checking invoices, statements, cheques and the receipts and payments book. As prices rise discussions were had on projected costs for the coming financial year. At the present time the

Parish Council are well within budget, however there are expenses to come i.e., new see saw, fencing and a new noticeboard. The Finance Group considered that the precept should increase to £60,000.00. To finalise the decision when details of the number of Band D equivalent properties is known. **Noted.**

- b) Approval to the renewal of the Devon Communities Together Membership. **Resolved:** to approve renewal of membership to Devon Communities Together.
- c) Request from Citizens Advice TNMWD for a grant. **Resolved:** to approve a grant of £100.00.
- d) Approval to reissue Parish Online payment due to cheque not being received and to cancel the appropriate cheque. **Resolved:** to approve payment.
- e) Notification of external auditor appointment for 2022-23 financial year for the 5 year period until 2026-27. Smaller Authorities Audit Appointments (SAAA) is the independent, sector led organisation responsible for the appointment and contract management of external auditors to small authorities. The Authority's Audit Appointment for 2022-23 to 2026-2027 will be PKF Littlejohn LLP. **Noted.**
- f) Approval to pay Tony Mears for work carried out to supply and fit a new steel gatepost and rehang gate at Padley Common. **Resolved:** to approve payment.

92. ENVIRONMENT

a) Jubilee Field Inspection Report – Cllr: John Shears

Cllr: John Shears reported that the Jubilee field was in excellent condition and as good as he had seen it for sometime. **Noted.**

b) Public Convenience Inspection Report – Cllr: John Shears

Cllr: John Shears reported that the Public Conveniences were in good order. **Noted.**

93. CLERKS/CHAIRMANS REPORT

- a) The Chairman reported she had prepared an article for the Parish Magazine regarding the upcoming Council Elections. She confirmed that she had arranged a meeting in Endecott House on 30th January 2023 for Parishioners to drop in and chat to Councillors to encourage parishioners to become a Councillor. **Noted.**

94. CORRESPONDENCE AND EMAILS

- a) WDBC are offering free parking from 3pm on Thursday and Fridays in the Chagford car park in the build up to Christmas Day to support the high street and encourage people to shop local. **Noted.**
- b) A Cyber Protect Officer, Devon and Cornwall Police, delivers talks to community groups, businesses and local Councillors about the work of the Devon and Cornwall Police and Crime Commissioner and Policing in general in the South West. They are now taking bookings for next year. **Noted.**
- c) Some of the Dartmoor Commons Owners Association committee are meeting senior DNPA staff in January to look at pedal bike damage on the

commons. Any photos and locations of damage caused by bikes can be sent to the Chair, email john.howell@livingresources.co.uk. **Noted.**

- d) The DAA Community Landing Sites will be adjusting some of the internal numbers that they use within DAA and also adjust a couple of the numbers that sit within the GSM Operating system. **Resolved:** the Clerk will inform the Recreational Trust when she is contacted by DAA.
- e) Introductory message from Insp Chris Conway. Insp Conway will be working in the West Devon area and is cognisant that the towns of North Tawton, Hatherleigh, Chagford and Princetown as well as the dozens of surrounding parishes should feel connected to the police. **Noted.**

95. ACCOUNTS FOR PAYMENT	£
a) o/l Mrs. S. Curtis – Salary	1051.70
b) 4753 HMRC – PAYE	393.27
c) o/l Mrs. S. Curtis – Expenses	20.00
d) 4754 Mr. T. Mears – Gate Repairs	180.00
e) 4755 Geosphere Ltd – Parish Online	96.00
f) 4756 Mrs. G. Hill – Chairmans Allowance Part 1	300.00
g) 4757 Citizens Advice – Grant	100.00
h) 4758 Source for Business – Services to Market Hse	273.10
i) 4759 Devon Communities Together – renew subscription	50.00
j) 4760 Chagford Parochial Church Council – Grant	500.00
k) DD BT Telephone and Broadband Services (Final Bill)	114.40
l) DD British Gas – Services to Market Hse	89.65
m) DD Plusnet – Broadbands and Calls	28.49

PART II

Grass Cutting and Grounds Maintenance Contract Rural Skills and Lengthsman's Contract

The Tenders for the Grass Cutting and Grounds Maintenance Contract were opened. At present the Contract has not been awarded.

The Tenders for the Rural Skills and Lengthsman's Contract were opened. The contract was awarded to Mr. J. Shears.

The Meeting closed at 9.30 p.m.

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