

Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 13th March 2023 commencing at 7.30 p.m.

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

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

Two minutes silence was observed in honour of the late Tim Garrett a Councillor for Chagford Parish Council from 1977-1979 and Martin Perryman a Councillor from 1987 – 2003 and 2005 – 2011.

118. APOLOGIES FOR ABSENCE

Apologies were received from Cllr: Mrs. Margaret Haxton.

119. DECLARATIONS OF INTEREST

Cllr: Mrs. Gay Hill declared an interest in Minute: 122(d)

Cllr: Mrs. Gill Printy declared an interest in Minute 122(c)

120. CONFIRMATION OF THE MINUTES

a) The Minutes of the Regular Monthly Meeting held on Monday 13th February 2023 were confirmed and signed as a true record.

121. MATTERS ARISING

a) **Chagford Annual Parish Assembly including Minutes (Min: 115(d) refers)**

The Minutes of the Annual Parish Assembly 2022 had been distributed to all Councillors. These will be confirmed and signed at the Parish Assembly on Thursday 20th April 2023.

The following speakers had been invited to the Assembly – Dr. Kevin Bishop, Dartmoor National Park Authority, David Lohfink, CG Fry and Son, Neil Loden, Chagford Church and Churchyard Trust, Chagford Combined Charity, The Providence School Charity, Cllr: James McInnes, Devon County Council and Cllr: Nicky Heyworth, West Devon Borough Council.

Noted.

b) **Parish Council Elections (Minute 115(b) refers)**

Nomination packs were distributed to Councillors who wish to stand for election in May 2023. **Noted.**

c) **Forthcoming Coronation of King Charles III (Minute 110(b) refers)**

There will be a lunch in the Jubilee Field for the Parishioners on Sunday 7th May 2023. A picnic in the grounds of Chagford House by kind permission of Belinda Hayter-Hames will be held on Monday 8th May 2023 to celebrate all the Volunteers who work for the benefit of Chagford and surrounding areas. **Resolved:** the Clerk will write to all the groups/volunteers in the Parish to invite them to the picnic.

d) New See Saw (Min: 110(b) refers)

Cllr: Christine Malseed had received quotations for a new see saw from Wicksteed and South West Play. Thanks was given to Cllr: Paul Mortimer and Cllr: Kevin Coombe for removing the old see saw.

Resolved: following some discussion it was decided to ask Wicksteed to visit the Jubilee Field to discuss the options.

e) Mayoral Awards 2023 (Min: 116(b) refers)

Three awards were given out in the Under 18's category. Chagford Parish Council nominee Jennifer Mears was presented with an award for her long-distance running fundraising achievements. **Noted.**

f) Bike Racks (Min: 99(a) refers)

The new Bike Racks have now been installed at Cross Tree, many have noted how good they look. **Noted.**

g) Advertisement for the Clerk's Post (Min: 111(a) refers)

A General Purposes group met to discuss the way forward regarding advertising the Clerk's post. Adverts had been placed on the Noticeboards, Chagford Hub and the Website. The closing date for applications is 31st March 2023. **Noted.**

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

There was no urgent business.

123. GROUP/REPRESENTATIVES REPORTS

Planning Control Matters

To Consider DNPA Planning Matters for Consultation

a) Ref: 0066/23 Boldventure, Chagford

Proposed: Replacement of existing conservatory with new garden room.

Resolved: to support this application. Policy 3.7 Residential Alterations, Extensions and Outbuildings applies.

b) Ref: 0070/23 Ryden, 12 Manor Drive, Chagford

Revised fenestration to previously approved first floor studio extension planning application no: 0535/14. **Resolved:** to support this application. Policy 3.7 Residential Alterations, Extension and Outbuildings applies.

c) Ref: 0086/23 Padley, Mill Street, Chagford

Construction of replacement bungalow as per approved permission in 1990 and renewed in 1994 and 1999 - 0769/01. **Resolved:** No Comment. This application is for a Certificate of Lawfulness which does not come within the Parish Council's jurisdiction.

Cllr: Mrs. Gay Hill left the meeting.

d) Ref: 0093/23 Post Box Cottage, Chagford

Proposed: Change of use from two dwellings to single dwelling.

Resolved: to support this application. Strategic Policy 2.7 Conserving and Enhancing Heritage Assets, Strategic Policy 3.2 Size and Accessibility of New Housing, Policy 3.7 Residential Alterations, Extensions and Outbuildings and Policy 4.4 Parking Standards for New Development.

Cllr: Mrs. Gay Hill returned to the meeting.

Listed Building Consent

e) **Ref: 0094/23 Post Box Cottage, Chagford**

Proposed: Change of use from two dwellings to single dwelling. **Noted.**

Grant of Conditional Planning Permission

f) **Ref: 0031/23 Milfordleigh Fishing Cabin, Milfordleigh Plantation, Chagford.**

Repair and rebuild Fishing Cabin like for like. Subject to conditions. This application is in the Throwleigh Parish. **Noted.**

Certificate of Lawful Use or Development

g) **Ref: 0035/23 2 Kenwick, Meldon Road, Chagford**

Erection of a small cabin in the rear garden. Subject to conditions. **Noted.**

Forward Planning

h) **Draft Housing Supplementary Planning Document for Public Consultation (Min: 112(k) refers)**

The Parish Council had no comment to make on the consultation. **Noted.**

124. FINANCIAL MATTERS

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

The payments and receipts book were reconciled with the statements, invoices and cheque book. Finances are within budget. The Market House is the biggest expense £8,070.60 has been paid out in utilities and cleaning. The income was £7,069.00 to date.

The total income including the precept for 2022/23 is £65,000.44

The total expenditure for 2022/23 is £45,871.58 to date.

Noted.

b) **Internal Audit**

It is coming to the end of the Financial Year and the books will need to go to the Internal Auditor. **Resolved:** to ask Jill Hicks if she would audit the Parish Council's books.

c) **Approval to pay Rachel Short for plants for the Memory Garden.**

Resolved: to approve payment.

d) **Approval to pay All Seasons for the installation of the Bike Racks.**

Resolved: to approve payment.

e) **Approval to pay Source for Business for services to the Market House.**

Resolved: to approve payment.

125. ENVIRONMENT

a) **Jubilee Field Inspection Report – Cllr: Christine Malseed**

The screw heads were proud on the Skate Board ramps but have now been screwed down. The gate post at the top of the field is rotten. There was very little litter. There needs more gravel on the steps.

Thank you to those who turned up to tidy the Memory Garden and Cllr: John Shears for removing the vegetation. **Noted.**

b) **Public Convenience Inspection Report – Cllr: Christine Malseed**

The Public Conveniences were in good order. **Noted.**

Cllr: John Shears left the meeting at 8.45 p.m.

126. CLERKS/CHAIRMANS REPORT

- a) The Clerk reported that the new noticeboard had arrived and asked if there is any volunteers to erect the noticeboard. **Resolved:** Cllr: Paul Mortimer volunteered to help put the noticeboard up outside the Birdcage.
- b) The Chairman thanked the Councillors for nominating her for the Buckingham Palace Garden Party. Unfortunately, she was unlucky in the draw. **Noted.**
- c) The next Traffic Regulation Order Consultation regarding parking in Chagford will be on Saturday 18th March 2023 in Endecott House. **Noted.**
- d) There will be an Extraordinary Meeting on Monday 27th March 2023 to discuss the results of the Consultation. **Noted.**

127. CORRESPONDENCE AND EMAILS

- a) Moretonhampstead Parish Council will be carrying out Beating the Bounds on Sunday 2nd April from Brinning to Fingle Bridge. Neighbouring parishes are welcome to join in. **Noted.**
- b) The Dartmoor Hill Pony Association has received confirmation that the semi-wild Dartmoor Hill Pony has been included on the Rare Breed Survival Trust watchlist. **Noted.**
- c) A request has been received for a football goal in the Jubilee Field. Also suggesting a permanent concrete table tennis table. **Resolved:** due to many little children using the Jubilee Field Councillors felt the Jubilee Field would not be suitable for a football goal. The Parish Council will consider a table tennis table at a later date when a new see saw had been installed.
- d) Further information had been received regarding the forthcoming cattle grid replacement at Batworthy in the Moor. Due to the nature of the works a road closure is required although emergency access will remain possible. The planned on-site working hours will be Monday 20th March until Wednesday 22nd March 2023. **Noted.**

128. ACCOUNTS FOR PAYMENT

	£
a) o/l Mrs. S. Curtis – Salary	725.35
b) 4949 HM Revenue and Customs – PAYE	201.93
c) o/l Mrs. S. Curtis – Expenses	20.00
d) DD British Gas – Services to Ellis Drive	19.49
e) DD British Gas – Services to the Market Hse	30.05
f) DD Plusnet – Broadband and Calls	29.21
g) o/l All Seasons – Installation of Bike Racks	1,800.00
h) 4950 Rachel Short – Plants for Memory Garden	34.96
i) 4951 Source for Business – Services to the Market Hse	250.09

The meeting closed at 9.20 p.m.