Minutes of the Regular Meeting of the Chagford Parish Council held in Endecott House on Monday, 13th July 2009 commencing at 7.30pm.

Present: Cllrs Bleakman (Chairman); Coombe; Davies; Geering; Mrs Haxton; Mrs Hill; Jeffreys; Mrs Milton; Parrott; Sampson; Ms Thorn and 1 member of the public.

Apologies for absence were received from Cllr Perryman

In Attendance the Clerk, Mrs Stone.

88 DECLARATION OF INTEREST

Councillor Geering declared an interest in Mins 96b; 96c.

Councillor Parrott declared an interest in Min 102d.

Councillor Sampson declared an interest in Mins 96a; 96b.

Councillor Ms Thorn declared an interest in Min 96a.

89 CONFIRMATION OF THE MINUTES

The Minutes of the Regular Meeting held on 8th June 2009 were confirmed as a true record and signed subject to the insertion of the word "ropes" after "bell" in Min 64

MATTERS ARISING

90 Bus Shelter (Min 47 refers)

Cllr Mrs Hill reported her meeting with the sub group appointed to discuss the possibility of locating a bus shelter in the vicinity of the school. The meeting was also attended by Mrs Ash-Wheeler; Mr-Todd Jones and Ms Anne Bush. In view of the needs of the residents in the vicinity of the school i.e. Lamb Park; Bretteville Close; Orchard Meadow etc it was agreed that a questionnaire should be circulated to each household to determine the views of the residents with regard to their need for a shelter and the possible cost to the tax payer in respect of maintenance etc.

Resolved: i) A questionnaire be circulated; ii) a notice be placed in the bulletin inviting general comment from the Parish; iii) the outcome of the enquiry to be placed on the September Agenda.

Arising: The Council was reminded that parents expressed the need for a bus shelter because there was inadequate provision for dealing with wet garments at the Okehampton College.

Resolved: The Clerk to make enquiries re adequate provision for pupils' clothes at the College - i.e. provision of lockers.

91 Car Parking Survey (Min 50 refers)

Cllr Bleakman stated his report on the car parking survey was in the course of preparation and would be submitted at the next meeting. **Noted:**

92 Chagford Primary School – School Governors (Min 39 refers)

Cllr Coombe informed the meeting that he had not had an opportunity to speak to the Chairman of Governors as yet but would do so before the next meeting. **Noted:**

93 Parish & Town Council Standards Training

Cllr Mrs Hill informed the Council that Mr. Graeme Rowe, a Local Government Consultant, had given a very good presentation at the meeting she attended on 23rd June 2009. The importance of declaring membership of Groups and Clubs was particularly highlighted. The need to declare specific interest in topics to be discussed at Council meetings was most important. The type of interest 'personal' or 'prejudicial', which also included 'pecuniary' interest, determined the extent that the Councillor could take part in the Council discussions and decisions. Any Member who makes it known, in public, that there is no way that their views can be changed, prior to the Council meeting at which it is to be discussed, is considered to have predetermined view and should not take park in the Council's decision making process.

Resolved: The Clerk to circulate a copy of the presentation slides to all members

94 Chagford Arts Festival (Min 68 refers)

Confirmation was received of licenses obtained and precautions to be taken with regard to film showing. In the event, bad weather had necessitated the move to the Jubilee Hall for this event and admission was monitored by a Member of the Arts Group to exclude under age participation. **Noted**

Arising: The Clerk was requested to congratulate the Arts Group for their excellent Festival.

95 Arts Group – Parish Calendar

A request was received for funding for publishing costs for advertising the Parish Calendar which amounted to £22.13.

Resolved: To approve the reimbursement of costs to Mrs C Thomas

96 Damaged Post Box (Min 48 refers)

Confirmation was received that the new Georgian style post box has been installed at Waye Hill.

Resolved: The Clerk to thank the Collections Manager for his services in providing the type of box requested by the Council.

URGENT BUSINESS BROUGHT FORWARD AT THE CHAIRMAN'S DISCRETION

97 Chagford Guide.

The Council has been made aware that provisional discussions are on going with regard to the re-issue of the Chagford Guide. It was felt that the Council would wish to be supportive of this event and it would be beneficial to have a meeting with the Business Association to determine what role the Council could play.

Resolved: The Chairman to approach the Association to arrange a meeting.

GROUP/REPRESENTATIVES REPORTS DEVELOPMENT CONTROL AND PLANNING REPORTS

98 Development Control Planning Applications

Cllrs Sampson & Ms Thorn declared an interest in the following item and left the room.

a) 0001/08 26 The Square, Chagford

The Clerk reported information received from the enforcement officer to the effect that the alterations to the chimney on this building had been reconsidered and further recommendations were to be made to the owners of the building.

Cllr Bleakman reported the recommendations of the planning inspection group meeting held on 9th July 2009 attended by Cllrs Bleakman; Davies; Mrs Haxton; Jeffreys and Parrott.

Cllrs Geering and Sampson declared an interest in the following item and took no part in the proceedings.

b) 0260/09 Wellpark, Middlecott, Chagford

Proposed replacement dwelling

Resolved: The Council is supportive of this application subject to a condition that the approval includes an agricultural tie of the dwelling created to the farm serviced by the dwelling. The Council is of the opinion that with such a condition the proposed development satisfies the DNPA Policy COR2 part (iii) clause (a) due to it being the only property available as accommodation to the farm.

Cllr Geering also declared an interest in the following item and remained out of the room.

c) 0262/09 Gratner, Broomhill, Chagford

Proposed porch to front of property

Resolved: No objection

Cllr Bleakman reported the recommendations of the planning inspection group meeting held on 9th July 2009 attended by Cllrs Bleakman; Davies; Geering; Mrs Haxton; Jeffreys and Parrott.

d) 0263/09 Westcott House Chagford

Proposed revision of approved extension 0294/08 to re-position bay window and other minor changes; new side porch and replacement timber windows.

Resolved: The Council is supportive of this application. Although the proposed extension is large, it is its' opinion that it is sympathetic in scale and design with the existing building and significantly enhances the practical use of the existing space. As such, it satisfies conditions of DNPA Policy COR4

e) 0266/09 7 Manor Drive, Chagford

Proposed new driveway

Resolved: No objection.

f) Chagford Conservation Area – Proposed Tree Works 16 New Street, Chagford (Min 61b refers)

Resolved: No objection.

99 Grant of Listed Building Consent

0144/09 Bishops House, Lower Street, Chagford

Proposed various works including part removal of boundary wall, replace rainwater goods, new leaded lights and openings in windows, replace two oak lintels, lime wash decorations to walls, new slate weathering and vent terminal on gable wall. **Noted:**

100 DNPA Management Plan - Part 1 - Introduction and Development Management

a) Policies (Min 63 refers)

Cllr Bleakman circulated a very detailed appraisal of the subject highlighting matters of particular importance in relation to Chagford i.e. –

- i) Should primary shopping areas be defined for the eight local centres (of which Chagford is one) in order to sustain the retail goods and service elements and overall character/ambience of those areas?
- ii) Should the DNPA create detailed planning policy for the operational factors associated with hot food take-away establishments?
- iii) Control of ancillary accommodation to prevent it gaining use rights as independent dwellings.
- iv) Possible constraints over dwelling extension to prevent formerly modest sized dwellings becoming properties outside the reach of households on modest incomes.
- v) Allowing a condition of removing agricultural occupancy if the unit would then become an affordable house.
- vi) Need to identify employment areas for the local centres to enable further expansion of employment.
- vii) Constraint on conversion of existing employment land to non-businesses uses.
- viii) Advertisement Sign Control.

There was considerable discussion on all aspects of this report and it was agreed that a response should be drafted and resubmitted to Council before being forwarded to the DNPA.

Resolved: Cllr Bleakman to draft a reply to present to the next Council meeting.

b) Part 3 – Delivery of Affordable Housing

This report was issued to give Councillors an overview of the latest issue of the DNPA consultation document of delivery of affordable/social housing within the National Park. The document can be viewed on the DNPA web site www.dartmoor-npa.gov.uk Cllr Bleakman's appraisal set out to define affordable housing; summarised housing development in the Park; covered the issue of delivering land for housing; and such aspects as Location – Density – Design. Attention was drawn to eligibility for affordable

housing with an accent on affordable housing remaining for the long term and also the benefits of self build affordable housing.

Resolved: 1) Cllr Bleakman to draft a response for consideration at the next Council meeting. 2) The Clerk to remind the DNPA that we wish to arrange a further meeting on the subject for September

101 WDBC Housing Strategy 2007-2010 - (Min 81 refers)

Cllr Bleakman summarised the WDBC Housing Strategy which can be viewed on the WDBC web site www.westdevon.gov.uk/housingstrategyupdate2009-2010. The paper describes the decline in house prices and the drop in sales together with the delivery of an additional 91 new affordable homes, none of which were in Chagford. The current plan is to deliver a further 269 homes over the period April 2009 to March 2011. Chagford is shown as the third highest location in West Devon in terms of housing need.

2008/09 was seen as a successful year for the prevention of homelessness with 167 cases where homelessness was prevented. However, at the end of 2009 there remained 52 homeless households.

The WDBC is still trying to identify a suitable site for Gypsy and Traveller provision. The target date was Feb 2009 and at present no site has been identified.

The Council was reminded that discussions are ongoing with the DNPA in respect of the provision of more affordable housing for Chagford and a response from the DNPA is expected in September.

Resolved: The Clerk to invite a representative of WDBC Housing Department to give a presentation on the subject..

102 WDBC Sustainable Community Strategy 2007-2010 (Min 82 refers)

In order to complete the appraisal of this strategy it will be necessary for Cllr Bleakman to make further reference to the original documents received.

Resolved: The Clerk to provide the necessary documents for Cllr Bleakman and place the item on the next Agenda.

103 WDBC Draft Revision to the Affordable Housing Code of Practice (Min 83 refers) This paper was deemed not to be relevant to Chagford but is to be filed for future reference if need be. **Noted:**

104 FINANCE REPORT

The following accounts and requests for funding were approved for payment and **Noted**:

- a) Account in respect of Jubilee Field fence restoration £122

 The meeting was suspended at this point to enable Mr. C. Miller, Co-ordinator,
 Chagford Conservation Group to answer queries in respect of the following item.
- b) Mr Miller summarised the Group's insurance needs as follows:- public liability £118.13; Tools insurance £25; Fixed insurance scheme admin charge £37.50 and community network membership fee £35.00 totalling £215.63 in all. The meeting resumed standing orders at this point.

Resolved: a Grant of £215.63 be approved for payment.

- c) DAPC Request for 2009/10 subscription £272.70
- d) To release £200 of Chairman's Allowance for current year.
- e) Vitalise Support for local disabled people and carers **Resolved:** To lie on the table.

ENVIRONMENT REPORT

105 Jubilee Field Inspection Report

Cllr Parrott reported continuing problems with safety surfaces beneath the see saw and the sprung horse; the skate park hedge bank needs stabilising; shrubs need attention and Japanese knot weed needs to be removed from the entrance. The cradle swing seats have arrived and are to be fitted soon. It was agreed that a working party needs to meet to tackle the problems particularly the skate park hedge bank. In addition, it is necessary to remove the willow structure.

Resolved: The Environment group to organise a working party.

106 Devon Playing Fields Conference and AGM

The Playing Fields Conference held at Chulmleigh on 2^{nd} July 2009 was stated by Cllr Bleakman to be excellent and much advice was given with regard to funding and the solution of problems in running a playing field. Funding is often available if sufficient community support is involved but in particular if children's views are sought on their requirements. It has been noticed that girls of 16 - 18 are seldom using playing field facilities and there is need to stimulate their interest by the use of appropriate equipment. If funding is to be applied for it is necessary to give a specific idea of the project needed with a suitable business plan to support it. If a Grant is obtained, the project must be completed within 12 months.

Resolved: The Environment Group to consider the possibility of applying for a Grant.

107 War Memorial Playing Field Gate

The new gate on the War Memorial Playing Field is malfunctioning in that it can not be secured in the closed position. Attention is needed to the shackle and chain fixing. **Resolved:** Cllrs Bleakman and Coombe to deal with the matter.

108 Public Convenience Inspection Report

Cllr Parrott reported that the loos had been in reasonable condition on inspection. Cllr Davies reported that the WDBC Officer, Ms R. Northey, has requested estimates from builders for various improvements to the loos and we will be informed in due course of the approved scheme. **Noted:**

109 Open Fields

Notices have been displayed advertising the opening of the fields on August 5th and arrangements were made for a preliminary inspection to be carried out on Sunday, 2nd August 2009 commencing at 11am from the Square. **Noted:**

110 Street Lighting

Cllr Coombe drew attention to street lights on Factory Hill and Orchard Meadow which were not following the correct timing procedure.

Resolved: The Clerk to bring this matter to the attention of the Lighting Engineer.

111 Refuse Collection

It has been noticed that householders are not complying with instructions to put their litter out for collection at the appropriate time (8.30am onwards) on the correct day. The practice of putting bags out, sometimes as much as 3 days in advance, is causing a health hazard when bags are split open by animals.

Resolved: To include an article in the Bulletin asking parishioners to comply with the WDBC guidance that refuse & recycling items should not be placed on the highway/footpath prior to 5 pm on the day before collection.

112 Clerk/Chairman's Report

- a) The Chairman's summary of Council activities for July 2009 was circulated to Council. It was suggested that the Council should produce a business plan to facilitate future requirements and a meeting with the Chairman of the Environment would enable a draft to be produced for consideration before financial assessment of the precept for 2010.
 Resolved: The Finance Group with the addition of Cllr Coombe would be responsible for the preparation of a draft
- **b)** Chagstock Festival Organisers request permission to use Parish Bunting. Whereas the Festival is enjoyed by many Parishioners, it is held outside the Parish and it was felt that the small quantity of bunting owned by the Council should be reserved for use within the Parish.

Resolved: The Clerk to extend the Council's best wishes for the festival to the Organisers and advise them of the decision taken.

- c) Footpaths requiring attention –
- i) Church path from Enfield to Orchard Meadow
- ii) Nattadon Road to top of Nattadon
- iii) Yellam to Westcott
- iv) Broken gate entrance to Yellam footpath

Resolved: The Clerk to advise the DNPA Ranger.

GENERAL PURPOSES & POLICY REPORTS

113 Dogs (**Fouling of land Act 1966**) – (Min 78 refers)

- a) The Clerk confirmed that to date there have been no responses to the advertised introduction of the Dog Control Order. **Noted:**
- **b)** A sub group needs to be appointed to review any letters received up to 15th July the closing date.

Resolved: Cllrs Bleakman; Davies and Mrs Hill are appointed to deal with the correspondence and an Extraordinary Meeting be arranged for 27th July 2009 to discuss fixed penalties.

114 Boundary Review

Communities & Local Government circular received re intended approach to statutory decisions in relation to proposals to Secretary of State indicated that written representations can be made to the Secretary of State from 15th July to 18th September 2009. **Noted:**

115 Eastern Parishes Link Committee

The Eastern Parishes Link Meeting held on 25th June 2009 dealt with a variety of subjects, not least Police concern for the increasing theft of farm and garden machinery, often taken brazenly in broad daylight by crossing private land to access outbuildings. The Police are working with farmers and land owners to promote better security for vehicles and machinery.

The Devon Primary Care Trust gave a presentation on "The Way Ahead" referring to plans and targets for the future the object being to save money and prevent acute hospital admissions where possible by setting up rapid response teams.

The current waste recycling contract is due for renewal in March 2010 and a 7 or even 14 year contract is being considered to provide waste recycling including food waste and garden waste; street cleaning and public toilet cleaning.

The WDBC Strategic Planning Team is talking to the rural development agency with regard to the development of villages. The WDBC has a target of 4400 new homes to build, some of which are already in the pipeline, many of which will be concentrated in Okehampton and Tavistock whilst it recognises that there needs to be more affordable housing at the lower end of the market.

Cllr Mrs Hill was thanked for her detailed report.

116 Parking Management

Copy of a letter to the WDBC from a local resident received and **noted.**

117 HM Government – Home Office – Vetting & Barring Scheme

Information received re changes in the law in respect of vetting persons working with children or vulnerable adults. From November 2010 it will not be possible to employ someone to work or volunteer with vulnerable people unless they have been ISA registered. **Noted:**

CORRESPONDENCE RECEIVED

118 Devon County Council – Commons Act 2006

Registration of Rights received in respect of Lower Hurston Farm, Chagford. Noted:

119 Dartmoor Visitor – (What's on Guide).

Entries invited for the Autumn/Winter publication. Letter circulated to Arts Group and Business Association. **Noted:**

120 75th Anniversary Chagford Swimming Pool

Invitation received for "Tea Party at the Pool" – Sunday, August $2^{nd} 2 - 6pm$.

Resolved: Members wishing to attend to notify the Clerk so she can respond to the invitation appropriately.

121 Balfour Beatty Solutions

Road Closure Notice received for 5, The Square from 21st to 26th October 2009. South West Water Installation. **Noted:**

122 ACCOUNTS FOR PAYMENT

To ratify following 2 payments required to meet deadlines

a)	02693 – Devon Playing Fields Association – Attendance at conference		
	02/07/09	10.00	
b)	02694 – Tavistock Newspapers – Dog Control Order advertisement	149.50	
c)	02695 - Mrs P. Stone – June salary	695.64	
d)	02696 - Mrs P. Stone – June post; electric; computer	32.09	
e)	02697 - Mr. B. Pell – Jubilee Field Maintenance June 4 th ; 18 th .	260.00	
f)	02698 - Mr J. Mesling – Repairs to fencing, Jubilee Field	122.00	
g)	Direct Debit – Tiscali broadband	29.76	
h)	02699 - DAPC – Annual Subscription 2009/10	272.70	
j)	02700 - Cllr Bleakman – 1 st instalment of Chairman's allowance	200.00	
k)	02701 - Mrs C. Thomas – Parish Calendar expenses	22.13	
1)	02702 - Chagford Conservation Group – Insurance Grant	215.63	

123 PUBLICATIONS/INFORMATION RECEIVED

- a) Dartmoor Access Forum Annual Report 2008.
- **b**) Senior Council for Devon June issue 2009.
- c) DNPA Agendas 26.06.09 Annual Meeting & Development Management
- **d)** DCC The Way Ahead 5 years of improvement.
- e) Charity Commission News Summer 2009
- f) Clerks & Councils direct July 2009
- g) Standards Committee Agenda 7th July 2009
- h) DAPC Newsletter July/August 2009
- i) West Devon e Connect July 2009
- j) Devon Talk Summer 2009
- **k)** Eastern Link Committee Minutes 25th June 2009

The Meeting Closed at 10.10pm

Confirmation of the Minutes

	Committee of the Timetes	
Dated		Signed