

## **Minutes of the Regular Meeting of the Chagford Parish Council held via “Zoom Us” (Video Conferencing) on Monday 13<sup>th</sup> July 2020 commencing 7.30 p.m.**

**Present:** Cllrs: Coombe, Mrs. Haxton, Mrs. Hill (Chairman), Parrott, Pope, Mrs. Printy (arrived at 7.46 p.m.), Ms Somme, Mrs. Stanbury and Williams.  
Cllr: Coombe was unable to stay logged in on Zoom so missed the meeting.

**In attendance:** Cllr: Mrs. Nicky Heyworth, WDBC Ward Member. One member of the Public.

### **31. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllrs: Mrs. Malseed, Mrs. Phelps and Shears.

### **32. DECLARATION OF INTERESTS**

Cllr: Coombe declared an interest in Minute 36(b,c,d,e,)

Cllr: Parrott declared an interest in Minute 36(f)

### **33. CONFIRMATION OF THE MINUTES**

a) The Minutes of the Regular Meeting held on Monday 8<sup>th</sup> June 2020 were confirmed and signed as a true record.

### **34. MATTERS ARISING**

#### **a) Proposed Cattle Grid (Min: 112(f) refers)**

An email from Mr. Procter had been received informing the Council that they are much closer to raising the required funds to get the proposed cattle grid installed and asking for confirmation of the Parish Council's offer of a contribution towards the costs. **Resolved:** as the Parish Council spends public money Members require further information with regard to funding the grid. To contact Mr. Procter asking for details of what offers of money have been received or confirmed donations promised. A record of the accounts would also be useful and the final quotes for the work.

#### **b) Notice on 1 The Market House, Chagford (Min: 25(a) refers)**

No 1 The Market House is available to Let on a Lease as from 1<sup>st</sup> September 2020. **Resolved:** to put a notice in the shop window, those interested to contact the Clerk or Chairman. The rent will remain the same and the lease will be for a five-year period.

#### **c) Adopting the Standing Orders (Min: 28(c) refers)**

Due to Covid-19 all Parish Council Meetings have had to be held via Video Conferencing therefore the Standing Orders have had to be amended.

The amendment to the Standing Orders were circulated to all Members.

**Resolved:** the amendment to the Standing Orders was adopted.

**d) Cricket Field Fencing**

Some concerns had been raised regarding the quality of the Cricket Field Fencing. The straining wire had been set free which was an act of vandalism not the contractor. The Chairman has rectified this. Two different mesh fencing has been used as supply was difficult to obtain in the current circumstances, however this had no effect on the end product.

**Noted.**

**e) Hash Lines (Min: 153(a) refers)**

In February 2020 the Clerk reported a complaint regarding the Hash Lines on the corner of the Square and High Street which had not been replaced since the road had been re-tarmacked. Following the June Parish Council Meeting Cllr: James McInnes had chased this up and the Hash Lines have now been re-painted. **Noted.**

**f) Temporary Removal of Parking Bays (Min: 29(c) refers)**

Cllr: James McInnes has spoken to Highways about the disabled bays being used as a temporary area for tables and chairs. Two licences need to be applied for, which should be done by one of the businesses.

**Resolved:** Highways were not keen on removing the disabled bays as this would have quite an impact for blue badge holders and could not provide alternative suitable spaces for them close by.

**g) VJ Day**

Chagford Parish Council were still unsure if they would be able to have a Beacon on the top of Meldon Hill due to the Covid-19 restrictions on mass gatherings. **Resolved:** to wait until the end of July to make a final decision.

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

- a) The fence adjoining the Jubilee Field and the Health Centre has been damaged by young people climbing over the fence. However, it seems that the fence has been repaired by the Health Centre. **Noted.**
- b) The rubbish bin in the Jubilee Field has not been emptied for two weeks. However, on checking today it has been emptied but no black bin liner left. **Resolved:** to write to WDBC asking them to remind the contractors to empty the bin and leave a bin liner.
- c) Under normal circumstances a copy of the annual area bus timetable book would be available. This year, however, with a succession of service changes, reduced travel and a lack of outlets for distribution of paper information, a decision was taken not to publish a paper book with a short shelf-life, but to rely for the time being on the on-line version.  
[http://www.devonbustimetables.info/west\\_devon\\_new/](http://www.devonbustimetables.info/west_devon_new/) **Noted.**

**36. GROUP/REPRESENTATIVES REPORTS**

**Planning Control Matters – Cllr: Parrott**

**a) Ref: 0257/20 2 Bedford House, The Square, Chagford**

Proposed: Change of Use of Former Bank premises (part ground floor and first floor of No. 4 The Square) to three bedroom cottage and Change of

Use of former retail unit (ground floor of No. 2 The Square) to one bedroom flat and replacement of external stair and minor external alterations to rear of No.s 2 and 4 The Square and replacement fenestration of No. 4 The Square. After a great deal of debate it was **Resolved:** to support this application. Policies DMD12, DMD19 and DMD21 apply. The Parish Council are pleased to see the House reinstated and are aware that the business premises across the road had permission for conversion to a house. The Parish Council had received a letter from the Business Association supporting the application stating that there were business premises in prime sites up to let and therefore conversion to living accommodation seemed to be appropriate.

**b) Ref: 0264/20 Frenchbeer Farm, Chagford – Listed Building Consent**

Proposed: Re-instate door opening within single storey traditional stone barn. **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.

**c) Ref: 0265/20 Frenchbeer Farm, Chagford**

Proposed: Extension to modern farm building and reinstatement of door opening in traditional stone barn. **Resolved:** to support the application. Policy DMD 34 applies.

**d) Ref: 0302/20 Frenchbeer Farm, Chagford**

Proposed: Replacement of existing cattle building with larger purpose-built cold store for Turkey processing. **Resolved:** to support the application. Policy DMD 34 applies.

**e) Ref: 0266/20 Frenchbeer Farm, Chagford**

Proposed: Erection of cattle building (14m x 28m), hard standing and associated landscaping. **Resolved:** to support the application. Policy DMD 34 applies.

Cllr: Mrs. Stanbury left the meeting.

**f) Ref: 0296/20 Yardworthy Farm, Chagford**

Proposed: Conversion of first floor of traditional stone barn into self-catering holiday let. **Resolved:** to support the application. Policy DMD 35 applies.

Cllr: Mrs. Stanbury returned to the meeting.

**Grant of Conditional Planning Permission**

**g) Ref: 0016/20 Woodcote, Chagford**

Demolition of dwelling and construction of seven dwellings (four open market and three intermediate affordable) with alteration to access. Subject to conditions. **Noted.**

**h) Ref: 0231/20 Highbury, Chagford**

New wool shed, workshop, shelter and restored and realigned farm access track. Subject to conditions. **Noted.**

**i) Ref: 0135/20 22 Mill Street, Chagford**

Variation of conditions 5 and 6 relating to planning permission number 0138/15 to amend the opening hours. Subject to conditions. **Noted.**

**j) Ref: 0198/20 Portland House, 52 Mill Street, Chagford**

Addition of new door and porch plus two new windows (Amended Scheme). Subject to conditions. **Noted.**

**Refusal of Planning Permission**

**k) Ref: 0167/20 Higher Weddicott Farm, Chagford**

Removal of condition 1 to planning permission granted under ref. 0203/13 to allow building to be used as an unrestricted dwelling. **Noted.**

**Withdrawal of Application for Full Planning Permission**

**l) Ref: 0182/20 Stableyard, Chagford**

Change of use from office to private school D1. **Noted.**

**37. FINANCIAL MATTERS**

**a)** A meeting of the Financial Group had been held and the accounts had been scrutinised and approved to date.

The total income is £30,585.00 and the total in the bank is £150,279.00.

The total in the bank is healthy but there are many expenditures to come.

The Market House has utility expenses plus expenditure to the Gents Toilets caused by vandalism.

The specification for painting the Market House is out to tender. The tenders will be reviewed in part II of the meeting.

Cllr: Mrs. Malseed has met with Touchwood regarding the new play equipment which will be installed sometime in August. The Parish Council have already paid half of the cost in order that the play equipment could be made.

The WI seat which is on the Jubilee Field was in fact presented to the Parish Council to commemorate the birth of Prince William. It falls to the Parish Council to replace the wooden seat.

The fence at the Cricket Club has been completed against the track into the pavilion. The Recreational Trust will now install a post and rail fence to endeavour to stop the ponies going onto the pitches.

The Chairman has received a copy of the lease to be drawn up between CG Fry and the Parish Council for the new toilets in the bottom of the Business Units on the new Development.

The Burial Ground is still waiting in the wings, but it is becoming an urgent matter which will need sorted this Autumn.

VJ Day may still be celebrated the group thought that it would be wise to wait until the end of the month to make a final decision.

There were requests for a grant from the Conservation Group and from the Swimming Pool.

The Group were also asked to pay the Combined Charity for March – September for the hire of Endecott House as the understanding is that the Parish Council will contribute £60.00 per month for as much use as is required, this is often two meetings per month and it means that Endecott House can be used for other Council projects. **Resolved:** Members approved payment to the Combined Charity for the hire of Endecott House - £360.00, a £200.00 grant to the Chagford Conservation Group and a grant of £1,000.00 to the Chagford Swimming Pool.

- b) Approval to pay RJ Austin for Grass Cutting and Grounds Maintenance. **Resolved:** to approve payment.
- c) Approval to pay EDF Energy for services to the Market House 11 March - 10 June 2020. **Resolved:** to approve payment.
- d) Approval to pay South West Water for services to the Market House 29 May – 29 June 2020. **Resolved:** to approve payment.

### 38. ENVIRONMENT

#### a) Jubilee Field Inspection Report – Cllr: Mrs. Haxton

Cllr: Mrs. Haxton reported that there were various amounts of litter on the Jubilee Field but in general in good order. The field has been cut however there were still many mole hills on the field. There were many bricks in the leat which were removed. Cllr: Mrs. Haxton thanked Cllr: Mrs. Phelps for doing the weeding. There was a lot of lost property left on the field, mainly clothing!

The Chairman thanked Cllr: Ms Somme for tidying up the Pound Garden. **Noted.**

#### b) Public Convenience Report – Cllr: Mrs. Haxton

Cllr: Mrs. Haxton reported that the Ladies toilets were in good condition, but the Gents had a strong odour. **Noted.**

#### c) Report on the new Multiplay (Min: 200(a) refers)

Cllr: Mrs. Malseed has been in contact with Touchwood who confirms they intend to start work on the new Multiplay on 10<sup>th</sup> August 2020. **Noted.**

#### d) Repair to the Gents Public Convenience (Min: 27(b) refers)

Cllrs: Coombe and Williams have cleared the pipes in the Gents which had been vandalised by paper been put down the pipes. The flush on the urinals was strong causing water to flood the floor, the plumber is trying to rectify this. **Noted.**

#### e) Covid-19 – Opening up of the Jubilee Field

The Jubilee Field and Skate Park was opened up on 4<sup>th</sup> July 2020 under Government guidelines. **Noted.**

#### f) WI Seat – (Min: 91(a) refers)

The WI Seat was presented to the Parish Council therefore it is the Parish Council's responsibility to replace it. **Resolved:** to go to out to Tender for the repair of the seat.

**g) Path created across the Jubilee Field to the Allotments**

There is a path being created across the Jubilee Field by people walking through to the Allotments. It was felt this should be discouraged.

**Resolved:** to ask the Allotment holders to vary their path across the field.

**39. CLERKS/CHAIRMAN'S REPORT**

c) Cllr: Nicky Heyworth, WDBC Ward Member reported that WDBC were holding a series of meetings with Councils regarding rebuilding businesses which have been financially damaged by Covid-19.

The corona virus seems to be under control locally with no new outbreaks.  
**Noted.**

**40. CORRESPONDENCE AND EMAILS**

a) An email has been received from Dr. Kathryn Vile, Chair of Tor Support, which is a small local charity who provide free confidential counselling to children and young people from the age of 5-25 in the area of Okehampton and the surrounding parishes including Chagford. The Charity are looking for a trustee to take on the treasurer role. The treasurer oversees the charity's finances and the salary payments of the staff. Anyone interested should contact [k.vile@torsupportservices.or.uk](mailto:k.vile@torsupportservices.or.uk)  
**Noted.**

**b) Surplus Food Distribution**

An email has been received regarding a project of gathering surplus food produced by fruit and vegetable growers and distributing to those in need. It will avoid waste and fits in with the overall climate/environmental agenda. Focus is on allotment holders and other amateur gardeners but may expand to include commercial growers. If able to help telephone 01647 277700. **Resolved:** forward email to the Allotment Secretary.

**c) Environmental Crime**

WDBC are asking Parishioners to report any fly tipping, littering and dog control offences. The link to report any offences is <https://apps.westdevon.gov.uk/webreportit> **Noted.**

**d) Proposed Closure of the Disabled Parking Bays**

An email has been received from a Parishioner concerned at the suggestion of the closure of the disabled parking bays in Chagford for temporary use as a seating area. **Resolved:** to write stating that Highways have made it clear that they will not approve the moving of the disabled spaces nor are they prepared to have them closed.

**e) New Public Conveniences at Bellacouch**

The Chairman has received a copy of the lease to be drawn up between CG Fry and the Parish Council for the new toilets in the bottom of the Business Units on the new Development. **Noted.**

**f) Rubbish Collection at Bellacouch**

Cllr: Nicky Heyworth, Ward Member WDBC, is working to get the rubbish collected from the doorsteps of the houses at Bellacouch as at present the rubbish is collected from the entrance to the development.

Cllr: Mrs. Heyworth is having talks with the waste contractors and CG Fry.  
**Noted.**

**41. ACCOUNTS FOR PAYMENT**

a) DD BT Telephone and Broadband Services (July)	52.81
b) o/I Mrs. S. Curtis – Salary	631.49
c) 4539 HM Revenue and Customs	158.00
d) o/I Mrs. S. Curtis – Expenses	20.00
e) 4540 RJ Austin – Grass Cutting/Ground Maintenance	210.00
f) 4541 EDF Energy – Services to the Market House	164.79
g) 4542 South West Water Business – Services to the Market Hse	43.42
h) 4543 Chagford Conservation Group – Grant	200.00
i) 4544 Chagford Swimming Pool – Grant	1,000.00
j) 4545 Chagford Combined Charity – Hire of Endecott Hse	360.00

**PART II**

The opening of the Tenders for the work on the Market House were carried out.

**Resolved:** The Tender from ARJ Paddon and Sons was accepted by the Members.

**The Meeting closed at 9.15 p.m.**