

Minutes of the Regular Meeting of the Chagford Parish Council held at Endecott House on Monday 14th December 2020 commencing at 7.30 p.m.

Present: Cllr: Coombe, Mrs. Haxton, Mrs. Hill (Chairman), Parrott, Mrs. Printy, Shears, Ms Somme, Mrs. Stanbury.

In attendance: Cllr: Mrs. Nicky Heyworth. WDBC Ward Member and 2 members of the public.

102. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs: Mrs. Malseed, Mrs. Phelps, Pope and Williams.

103. DECLARATIONS OF INTEREST

Cllr: Coombe declared an interest in Minute 108(c)

Cllr: Mrs. Stanbury declared an interest in Minute 107(a)

104. CONFIRMATION OF THE MINUTES

a) The Minutes of the Regular Meeting held on Monday 9th November 2020 were confirmed and signed as a true record.

105. MATTERS ARISING

a) **Climate and Ecological Emergency Working Group Report (Min: 98(c) refers) – Cllr: Ms Somme**

Following discussions at the Parish Council meeting on 10th November 2020 regarding the questionnaire prepared by the Chagford Climate and Ecological working group, it was felt that there was insufficient agreement about the questions, purpose and range of the document to be worth continuing at this point in time.

It then came to the attention of the working group that Devon County Council was making a big push in launching the Devon Carbon Plan consultation on 7th December 2020.

However, while this covers the “climate” part of the “climate and ecological emergency” it will not cover wholly the “ecological” elements. This is something we can pick up separately. **Resolved:** the Working Group will be revitalised in the New Year to include Councillors to discuss a way forward. It is important that the Parish is informed of the progress and information provided which can be done via the Parish Council Web Site, Chagford Hub, Posters, Parish Magazine etc. Cllrs: Ms Somme and Parrott will meet to discuss the Parish Council Web Site and the Clerk and Cllr: Mrs. Stanbury will look at setting up a Chagford Parish Council Facebook page.

b) **Proposed Cycle Route from Moretonhampstead to Chagford (Min: 94(a) refers)**

Cllr: Mrs. Nicky Heyworth confirmed that she had received much support for the cycle route which was a wonderful start. A steering group has been set up which will include support from Moretonhampstead. 635 surveys

have been completed so far with 98% being positive. A name for the route is needed along with branding for a website and Facebook page. Fund raising is on course for Sustrans to carry out the feasibility study which will take approximately three months. The route will be multi-purpose to include horse riding and the BHS have agreed to help with funding. A grant from Chagford Parish Council would be welcomed.

Resolved: Chagford Parish Council support the proposed cycle route and agreed to give a grant of £250.00.

c) Main Drainage from Bellacouch Meadows

A letter has been received expressing concerns about the main drainage from Bellacouch Meadows. The question of whether the main sewer is adequate to carry the increased effluent from the new estate has been raised again. South West Water engineers have been on site and flushed the drains as there seem to have been problems with blockages.

Resolved: the Clerk spoke to the Construction Director who confirmed the issues were not on the Bellacouch Meadows site but further up the town. She also wrote to South West Water asking for clarification that the Sewage Treatment Works had adequate capacity. South West Water confirmed that Chagford, Sewage Treatment Works has adequate capacity as does the sewer networks to provide Chagford and the new development. Engineers have been on site over the last few months inspecting drainage works undertaken by the developer, which is common practice as the drainage being laid will eventually become South West Waters responsibility.

d) Mobile COVID-19 Test Facility to be Set Up in Okehampton (Min: 96(a) refers)

If you are showing symptoms of COVID-19, you can now be tested for the virus through the Government's free Test and Trace operation at a temporary testing facility that will be open in Okehampton from Sunday 6th December 2020. The site, at Mill Road car park will be open between 9am and 3pm but you must register via the government's online portal before you arrive. **Noted.**

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

- a)** A letter had been received regarding Store Street, Chagford. Store street is used extensively by the general public. The tarmac/asphalt surface of this public footpath/street has seriously deteriorated due to frequent use. There are several potholes and cavities making it difficult and, in some places, hazardous to walk on. The resident living adjacent to the public footpath would like the Parish Council to come and inspect the condition of the footpath/street. **Resolved:** representative of the Parish Council have visited the footpath/street after a previous request. Will write to the Highways Officer requesting he meets with a representative from the Council and the resident living in Store Street.
- b)** The over 80's residents of Chagford have been invited to take up the Covid-19 vaccine. **Noted.**

- c) WDBC has obtained funding from the Department for Business, Energy and Industrial Strategy to offer residents up to £10,000 for an air source heat pump central heating system (a kind of renewable energy technology that takes the warmth from the air outside, even when it is freezing and uses it to heat the home) or solid/single wall external insulation.

To be eligible you must meet the below criteria-

- Owner Occupier
- EPC of E or below
- Be on either means tested benefit or a net household income of less than £30000 a year

The Scheme is, however, very limited, so if you are interested it is easy to apply, please complete a form on the WDBC website

<https://www.westdevon.gov.uk/ReduceFuelBills>. **Noted.**

107. GROUP/REPRESENTATIVES REPORTS

Planning Control Matters – Cllr: Parrott

a) Ref: 0548/20 20 Ellis Drive, Chagford

Proposed: Construction of single storey glass roof located on side elevation. **Resolved:** to support the application. Policies DMD4, DMD7 and DMD24 apply.

b) Ref: 0556/20 Hope Cottage, Broomhill, Chagford

Proposed: Removal of garage and rear music room, replacement with single storey side/rear extension, replacement bedroom balcony and changes to fenestration. **Resolved:** to support the application. Policies DMD4, DMD7 and DMD24 apply.

c) Ref: 0574/20 Longmynd, Broomhill, Chagford

Proposed: Single storey side extension. **Resolved:** to support the application. Policies DMD1a, DMD4, DMD7 and DMD24 apply.

Town and Country Planning Act 1990

d) Appeal by Squirrel Design Limited

Site Address: 2 The Old Fire Station, Manor Road, Chagford

The appeal is allowed, and planning permission is granted for the erection of an office at The Old Fire Station, Chagford. **Noted.**

Grant of Conditional Planning Permission

e) Ref: 0459/20 Yelfords Cottage, Chagford

Alterations and extension to an existing dwelling. Subject to conditions. **Noted.**

Tree Works

f) Ref: 20/0064 Highfield, Chagford

Dartmoor National Park Authority has not protected the tree with a Tree Preservation Order. **Noted.**

g) Ref: 20/0065 Chagford Bowling Club

Dartmoor National Park Authority has not protected the tree with a Tree Preservation Order. **Noted.**

Request from the Recreational Trust, Chagford

- h) A request to Chagford Parish Council by Chagford Recreational Trust on behalf of Chagford Cricket Club for the erection of a 3-bay cricket practice system (nets) at the War Memorial Field. **Resolved:** to support the erection of a 3-bay cricket practice system at the War Memorial Field.

108. FINANCIAL MATTERS

a) Finance Group Report – Cllr: Mrs. Haxton

The accounts were reviewed for accuracy checking invoices, statements, cheques and the receipts and payments book.

Currently the accounts are as follows:

Lloyds Bank Account	£4944.32 (online payments only)
Nat West - Reserve A/C	£33329.82
Nat West – Current A/C	£48486.94
Nat West – Bonus A/C	£56679.12

This reflects that the Council paid out approximately £20,000.00 for the second half of the multiplay, but also received a grant towards the refurbishment of the Market House of £10,000.

The projected sums of money for 2020/21 reflect the current situation.

The Clerk received a salary increase backdated to April 2020.

Covid-19 has affected the way that the Council works, and the Zoom meetings are being charged at £14.39 per month.

When looking at the offices expenses it was suggested the Broadband and Telephone prices are reviewed and suggested that Cllr: Parrott and the Clerk may do this in the New Year.

The Market House refurbishment is completed, as yet we have not received a bill for cleaning which will probably be near four thousand pounds. The toilets were closed for the first three month of COVID-19 but have been fully functional ever since but as yet the utility bills are still a bit erratic. There will also be an account from Ashfords for the lease on No. 1 The Market House.

The Play Equipment is now much improved with the installation of the multiplay but there are still bits and pieces not least deciding what to do about the BO Peep unit. The wider field is in good order, but people are still coming over the hedge at 24 New Street and playing in the sand trap. The Pail fencing also requires some adjustment as the young ones have learnt to climb the hedge behind it. The fencing between the Health Centre and the Skate Park still needs to be replaced and the WI seat needs repairing or replacing.

We are unable to set the precept until January when we shall receive the information with regards to the number of Band D equivalents we have as this is part of the calculations.

Requests for Grants – Citizen Advice Bureau £100.00, the proposed new cycle route - £250.00, Chagford Business Association towards the

Christmas trees and lights £150.00, PCC towards the upkeep of the graveyard £500.00 and Chagford Swimming Pool towards the training of the lifeguards £1,000.00. **Resolved:** to approve the grants.

- b) Request for a grant from Torridge, North, Mid and West Devon Citizens Advice. **Resolved:** to approve payment of £100.00.
- c) Approval to pay Sarah Coombe for the purchase of Post End Caps for the handrail on the play equipment. **Resolved:** to approve payment.
- d) Approval to pay South West Water for services to the Market House. **Resolved:** to approve payment.
- e) Approval to pay EDF energy for services to the Market House. **Resolved:** to approve payment.
- f) Due to the uncertainty brought about by the Covid-19 pandemic, early indications are that the parish tax base could reduce by up to 2% for 2021/22. **Noted.**
- g) Approval to pay James Bowden and Son for a strip light and heavy bolt for the Public Conveniences. **Resolved:** to approve payment.
- h) Approval to pay Cllr: Mrs. Gay Hill the Chairman's Allowance. **Resolved:** to approve payment.

109. ENVIRONMENT

a) Jubilee Field Inspection Report – Cllr: Pope

As Cllr: Pope was unable to attend the meeting the Chairman read his report. The playground equipment is in excellent condition, although the take-off and landing strips under some equipment is getting a bit muddy. The litter and rubbish burden has not been too bad but could always be better. There is an unpleasant escalation of chewing gum deposited on the tarmac in the skateboard park. In general, there needs to be more education about litter, and I feel that a "NO LITTER" sign in both areas would help considerably. **Noted.**

b) Public Convenience Inspection Report – Cllr: Pope

As Cllr: Pope was unable to attend the meeting the Chairman read his report. Vandals removed one of the locking door handles in the Gents, this was replaced, which seems to be holding. Improvements could be made to the smell in the Gents. **Noted.**

c) Condition of the Roads around Chagford and the need for Speed Control

An email has been received regarding the state of the roads around Chagford. Roads are broken up, flooded and filthy. Lack of drainage maintenance and of field run offs/springs are also contributing.

Resolved: since this email, the Lengthsman has been doing work on drainage and some work has been done by Highways. The Parish Council encourage residents to report block drains, pothole etc either to the Clerk or on the Devon County Council web site.

The email also requested the need for speed control specifically at Rushford as family pets have recently been killed in this area. The Parish Council has tried in previous years to get Highways to introduce speed control from the main road down to the swimming pool as children walk

this area in the summer to the Swimming Pool. **Resolved:** this issue will be raised again with Highways.

d) Car Charging Points in the Centre of Chagford

An email has been received suggesting car charging points in the centre of Chagford. There will be car charging points in the new car park at Bellacouch Meadow. **Resolved:** the Parish Council will lobby West Devon Borough Council for car charging points in the present car park and speak to Highways regarding points in the centre of Chagford.

110. CLERKS/CHAIRMAN'S REPORT

There was no Clerks/Chairman's Report

111. CORRESPONDENCE AND EMAILS

a) Temporary Prohibition of Through Traffic and Parking

Devon County Council give notice that on Friday 18th December 2020 and on Monday 21st December 2020 Devon Highways will be doing Cattle Grid repairs from Metherell to Hillhead Farm, Chagford. **Noted.**

b) Highways Management Briefing

Volumes of work across the Highways teams remains really high, and the recent wet weather has seen a significant number of problems on the network. Winter maintenance officially started on 15th October, with the salt barns fully stocked, and vehicles ready. With the recent lockdown, traffic flows on our A road network have again fallen. A larger budget is allowing us to look beyond the normal priorities of our main A roads and address some of the deterioration on our important lower category roads. The gully cleaning policy is under scrutiny as we experience a combination of leaf fall and an extended period of wet weather. The team have carried out a root and branch review of our approach to drainage cleaning which has resulted in a number of improvements. **Noted.**

c) Letter from the Churchwarden of St. Michael the Archangel Church requesting a grant and thanking the Parish Council for their continued support. **Resolved: to approve payment of a £500.00 grant.**

d) Car Parking charges in Chagford Car Park

There has been a proposed 4% increase in car parking charges. The recommendation to increase the parking charges will be put forward to members at the Council meeting on 8th December 2020 with a public consultation being carried out in January 2021. **Noted.**

e) Have Your Say on the Interim Devon Carbon Plan

Residents have a chance to shape the country's roadmap to net-zero by taking part in the Interim Devon Carbon Plan Consultation. The consultation opens on Monday 7th December and runs for 10 weeks.

<https://www.devonclimateemergency.org.uk/interimcarbonplan/?fbclid=IwAR3YYzF4LooyTedbn99SNTJNQWC9-4ARokyqkP0a6l2aKofJK0cSW88wLBo> **Noted.**

f) Letter from a professional, fully licenced Level 4 Tennis Coach offering a tennis coaching programme. **Resolved: to pass to the Tennis Club.**

g) Report from Cllr: James McInnes, Devon County Councillor

The National COVID-19 Lockdown on 23rd March 2020 changed all our lives and we continue to have to be very careful. The Devon Economic Recovery is crucial, and Cabinet approved a £6m economic recovery

budget spread across the next three years for consideration in the 2021/22 budget setting process.

With the announcement of COVID-19 vaccines making progress and moving towards being approved for treatment. Let us hope we will not be too far into 2021 before we can meet up again.

I continue to be Deputy Leader and Cabinet Member for Children's Services and Schools at DCC and although I have been based at home it has been the busiest year I can remember. At the time of writing, we have 835 children in care, higher than predicted. This is partly due to holdups in the courts.

Schools have been fully open since the autumn term started. COVID-19 cases were low to start with, but since the return to school after half term cases have risen.

Early Help for families and children is very important and I am pleased the Chancellor announced last week that the Troubled Families Program is to continue.

There are over 300 Care Homes in Devon and currently 21 have residents and staff who have tested positive for COVID-19. DCC continues to support these establishments.

Last month Devon received £2m to set up support for vulnerable children and families including those children receiving free school meals through school holidays until summer 2021. **Noted.**

112. ACCOUNTS FOR PAYMENT

a) DD – BT Telephone and Broadband Services (Nov)	56.63
b) DD – BT Telephone and Broadband Services (Dec)	56.63
c) o/l Mrs. S. Curtis – Salary	646.71
d) 4568 HM Revenue and Customs – PAYE	175.44
e) o/n Mrs. S. Curtis – Expenses	20.00
f) 4569 Sarah Coombe – Post End Caps for Play Equipment	9.99
g) 4567 South West Water Business – Service to Market Hse	232.16
h) 4570 EDF Energy – Services to Market Hse	78.37
i) 4571 James Bowden and Son – Strip Light and Bolt	13.75
j) o/l Mrs. G. Hill – Chairman's Allowance	500.00
k) 4572 RJ Austin – Hedge Cutting and Wasp Nest	280.00
l) 4573 Chagford Swimming Pool – Grant	1000.00
m) 4574 Chagford Recreational Trust Project A/C 1 – Proposed Cycle Route Grant	250.00
n) 4575 Chagford Business Association – Grant	150.00
o) 4576 Citizen Advice Bureau – Grant	100.00
p) 4577 PCC – Grant	500.00

The meeting closed at 9.55 p.m.