

**Minutes of the Regular Meeting of the Chagford Parish Council held at
Endecott House on Monday 17th April 2023 commencing at 7.30 p.m.**

Present: Cllr: Mrs. Margaret Haxton, Cllr: Mrs. Gay Hill (Chairman), Cllr: Jill Millar, Cllr: Paul Mortimer, Cllr: Andrew Parrott, Cllr: Mrs. Gill Printy, Cllr: John Shears, Cllr: Rachel Short and Cllr: Stuart Wright.

In attendance: The Clerk, Mrs. Sarah Curtis and Cllr: Nicky Heyworth, West Devon Ward Member.

139. APOLOGIES FOR ABSENCE

Apologies were received from Cllr: Kevin Coombe, Cllr: Christine Malseed and Cllr: Marion Stanbury.

140. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

141. CONFIRMATION OF THE MINUTES

- a) The Minutes of the Regular Monthly Meeting held on Monday 13th March 2023 were confirmed and signed as a true record.
- b) The Minutes of the Extraordinary Meeting held on Monday 27th March 2023 were confirmed and signed as a true record.

142. MATTERS ARISING

a) Annual Parish Assembly (Min: 121(a) refers)

A reminder that the Annual Parish Assembly will be on Thursday 20th April 2023 in Endecott House at 7.30 p.m. Speakers attending, Dr. Kevin Bishop, Dartmoor National Park Authority, David Lohfink, CG Fry and Son, Neil Loden, Chagford Church and Churchyard Trust, Cllr: James McInnes, DCC and Cllr: Nicky Heyworth, WDBC. **Noted.**

b) Forthcoming Coronation of King Charles III (Min: 133(a) refers)

Preparations are ongoing for the lunch in the Jubilee Field on Sunday 7th May, 2023. The Chagford Show Committee have very kindly let the Parish Council borrow the show tables for the event and Parishioners are asked to bring their own cutlery and seating. Letters inviting volunteers to the picnic on Monday 8th May 2023 at Chagford House have been sent out. Awaiting responses. **Noted.**

c) Bike Racks (Min:121(f) refers)

As the new bike racks have been installed the Parish Council needs to insure the area for trips, falls etc. The actual bike racks are not the Parish Council's responsibility. **Resolved:** to contact the Insurance Company.

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

- a) Refusal of Full Planning Permission Ref: 0324/22 2 Maple Lodge, Moor Park Chagford. An appeal has been appointed by the Planning Inspectorate under paragraph 1(i) of Schedule 6 of the Town and Country Planning Act 1990, to determine this appeal. **Noted.**
- b) Direct Debit – British Gas £18.48 services to Ellis Drive, Chagford. **Noted.**

- c) Direct Debit – British Gas £43.70 services to the Public Toilets, Chagford. **Noted.**
- d) An email has been received from West Devon Borough Council regarding the charging points in the car park at Chagford. Scottish Power have not been able to get the electric charging points live as they had hoped. The reason being is the earth readings are still too high following the remedial works carried out. Scottish Power are now speaking to the National Grid. **Noted.**
- e) Forest Management carried out by Forestry England will take place in June 2023. **Resolved:** the email to be forwarded to all Members to make comment.
- f) Approval to pay Source for Business for services to the Market House. **Resolved:** to approve payment.
- g) Grant of Conditional Planning Permission. Ref: 0066/23 Boldventure, Chagford. Replacement of existing conservatory with new garden room. **Noted.**
- h) Approval to pay Cllr: Jill Millar for printing leaflets for Chagford Crisis Forum. **Resolved:** to approve payment.

144. GROUP/REPRESENTATIVES REPORTS

Planning Control Matters

To Consider DNPA Planning Matters for Consultation

a) Ref: 0142/23 2 Lords Meadow, Chagford

Proposed: Addition of a single storey glass roof located on the rear elevation of the property in the private garden. **Resolved:** to support this application. Policy 3.7 Residential alterations, extension and outbuilding applies.

b) Modification or Discharge of Planning Obligations

Ref: 0146/23 9 Manor Drive, Chagford

Proposed: Single storey extension, internal alterations and reconfiguration of existing garage and driveway – removal of condition 5 attached to Planning Decision no. 0318/21. **Resolved:** Chagford Parish Council do not wish to make comment.

c) Certificate of Lawfulness

Ref: 0122/23 Cross Park, Chagford

Proposed: Creation of an outbuilding to accommodate a yoga practice and art studio. **Resolved:** no Comment for a Certificate of Lawfulness which does not come within the Parish Council's jurisdiction.

d) Ref: 0126/23 13 Orchard Meadow, Chagford

Proposed: Replace existing single storey outbuilding with two storey extension. **Resolved:** to support this application. Policy 3.7 Residential alterations, extensions and outbuilding applies.

e) Ref: 0149/23 Brock Park Chagford

Proposed: Demolition of existing dwelling, ancillary annex and outbuilding and erection of replacement dwelling and storage outbuilding, conversion of existing garage to bat house, refurbishment of existing barn, installation of ground mounted solar PV array, improvement to existing vehicular access and associated new tree planting and landscaping. **Resolved:** to support this application. Strategic Policy 1.2 Sustainable development in

DNP, Policy 3.7 Residential alteration, extensions and outbuildings and Policy 3.8 Replacement homes applies.

f) Ref: 0154/23 Hillhead Farm, Chagford

Proposed: Replacement stable block. **Resolved:** to support this application. Policy 5.8 Agriculture, forestry and rural land-based enterprise development applies.

Grant of Conditional Planning Permission

g) Ref: 0509/22 Hollow Meadow, Chagford

Replacement dwelling, relocation of field entrance and change to domestic curtilage to include kitchen garden. Subject to conditions. **Noted.**

145. FINANCIAL MATTERS

- a)** To approve the Accounts for the year 1st April 2022 – 31st March 2023. Chagford Parish Council, acknowledge responsibility for ensuring that there is a reliable system of internal control, including the preparation of the Accounting Statement. **Resolved:** The Annual Governance Statement 2022/23 is approved and will now be presented to the internal auditor.
- b)** Approval to pay Devon Association of Local Councils for NALC Affiliation Fee, DALC Service Charge and DALC Affiliation Fee. **Resolved:** to approve payment.
- c)** Approval to pay West Devon Borough Council for the emptying of litter and dog bins, Winter Service. **Resolved:** to approve payment.
- d)** Approval to pay All Seasons for grass cutting. **Resolved:** to approve payment.
- e)** Approval to pay South Hams District Council for providing a Payroll Service. **Resolved:** to approve payment.
- f)** Approval to pay James Bowden and Son for a cutting disc set. **Resolved:** to approve payment.

146. ENVIRONMENT

a) Jubilee Field Inspection Report – Cllr: Mrs. Gay Hill

Cllr: Mrs. Gay Hill reported that due to the recent rain there has not been a lot of activity on the Jubilee Field. The litter is under control and the field is in good condition. **Noted.**

b) Public Convenience Inspection Report – Cllr: Gay Hill

Cllr: Mrs. Gay Hill reported that the Public Conveniences were in good order. There is a new cleaner who is doing a good job. **Noted.**

c) Report from the Environment Group regarding the RoSPA Report (Min: 135(b) refers)

The Chairman reported that Cllr: Kevin Coombe, Cllr: Mrs. Gay Hill, Cllr: Christine Malseed and Cllr: Jill Millar met at the Jubilee Field to go through the RoSPA Report.

Skate Park

- Signage Replacement
- Gate Paling Loose
- Gate closing mechanism does not work correctly
- New rubber buffers
- Panel next to maintenance gate is rotten

- Strimmer Damage
- A number of loose and missing bolts

Jubilee Field

- Adjust gate and fit new rubber buffers
- Kissing gate needs attention
- Double gates need new rubber buffers
- Strimmer damage
- Spica surface needs attention
- Junior Multi Play has loose bolts
- Monitor Swing basket

Resolved: to contact Cris Bifani regarding fencing

b) Meeting with Wicksteed regarding SeeSaw

Cllr: Christine Malseed met with Wicksteed to discuss the most appropriate SeeSaw. Wicksteeds quote is £9,105.92 including safety surface. A further quote from Touchwood has arrived being £6,953.00 including safety surface. **Noted.**

147. CLERKS/CHAIRMANS REPORT

a) The troughs in Chagford owned by the Parish Council will need planting soon. **Resolved:** to write to the volunteers who tend the troughs asking if they wish to continue for another year.

148. CORRESPONDENCE AND EMAILS

- a)** Letter from Chagford Conservation Group requesting a grant to help with ongoing costs. **Resolved:** to give a £200.00 grant.
- b)** Chagford PCC has requested the Parish Council provide a dog waste bin at the lower gate from the churchyard. **Resolved:** Councillors felt there are enough dog waste bins in Chagford.
- c)** A request to hold a Biodiversity Day in the Jubilee Playing Fields on Saturday 17th June 2023. **Resolved:** to give permission to hold the Biodiversity Day in the Jubilee Field.

149. ACCOUNTS FOR PAYMENT	£	
a) o/l Mrs. S. Curtis – Salary		725.35
b) 4881 HM Revenue and Customs – PAYE		201.93
c) o/l Mrs. S. Curtis		20.00
d) o/l DALC – Affiliation Fee		407.59
e) o/l WDBC – Emptying Bins		1,336.61
f) o/l All Seasons – Grass Cutting		510.00
g) o/l SHDC – Payroll Services		120.00
h) 4882 James Bowden and Son – Cutting disc set		18.70
i) DD British Gas – Services to Ellis Drive		17.44
j) DD Plusnet – Calls and Broadband		27.24
k) DD British Gas – Services to Ellis Drive		18.48
l) DD British Gas – Services to Market House		43.70
m) 4884 Source for Business – Services to Market House		470.67
n) 4883 Jill Millar – Printing		37.50

PART II

Interviews have taken place to replace the Clerk's position. Mrs. Ruth Wright has been appointed as from 1st May 2023.

Mrs. Curtis will remain in post until approximately the end of June to cover a transition period.

Cllr: Wright thanked Sarah for all her work over the last years.

The Meeting closed at 9.20 a.m.