



**Minutes of the Regular Meeting of the Chagford Parish Council (CPC) held at Endecott House on Monday 10<sup>th</sup> February 2025, commencing at 7.30 p.m.**

**Present:** Cllr: Frances Everson, Cllr: Belinda Hayter- Hames, Cllr: Mrs Gay Hill, Cllr: Christine Malseed, Cllr: Jill Millar (chair), Cllr: Andrew Parrott, Cllr: Mrs Gill Printy, Cllr: Rachel Short, Cllr: Neil Smillie, Cllr: Stuart Wright.

**In attendance:** The Clerk, Ruth Wright, Cllr. Jane Elliott, West Devon County Council. 5 members of the public

**131. APOLOGIES FOR ABSENCE**

- a) Cllr: Lark Ash- Matthews (family illness, approved)
- b) Cllr: Dhevdhas Nair (holiday, approved).

**132. DECLARATIONS OF INTEREST**

- a) Cllr. Belinda Hayter-Hames declared an interest during the discussion of Item 11a and left the room.

**133. CONFIRMATION OF THE MINUTES**

- a) The Minutes of the Extraordinary Meeting held on Monday 6<sup>th</sup> January 2025 were confirmed and signed as a true record.
- b) The Minutes of the Regular Meeting held on Monday 13<sup>th</sup> January 2025 were confirmed and signed as a true record.

**134. Item 11a Correspondence and Emails** Email from a parishioner questioning the safety of trees on Wescott Lane.

Item 11a was discussed at this point in the meeting as members of the Parish had attended for this specific item.

To date the Council had contacted the landowner to ask that a plan be put in place to ensure future safety of the trees. The landowner has contracted Hi-Line Tree Consultants to check the trees for safety and produce a document outlining findings. This report will be available in a couple of weeks; the landowner will circulate the report to the residents. Other aspects of the residents' concerns are out of the jurisdiction of the Parish Council; the residents were made aware there are other avenues to explore. **Resolved:** The next newsletter will contain a summary of steps to take should you feel your tree, or that of a neighbour is potentially dangerous.

3 members of the public left.

**135. MATTERS ARISING**

- a) Update on grant application for new signs in The Jubilee Play Park.  
**Resolved:** It was proposed, seconded and carried that if the grant is unsuccessful, the money for the signs can be found. **Noted.**
- b) Fixed term contract renewal for electricity to Ellis Drive toilets. (see min 123b) **Resolved:** It was proposed, seconded and carried to accept the new, lower renewal.
- c) Update from SW Water regarding sewage (see min 120b), The Chair has spoken to a member of the SW Water team. His calculations suggested SW Water can cope with 40 extra houses, but the sewage works would need to be emptied more frequently. His concern was when heavy rain fell during a dry period when the river is low. **Noted.**
- d) Update on devolution training (see min 126a). The Clerk and Chair took part in a course on devolution. One thing to arise is the importance of asset mapping for Parish Councils; what is important, what the Council does and aspirations within our community. **Resolved:** The Council will join with many Councils across the county to submit their thoughts about what sits at the heart of the community.
- e) Update on the lengthsman contract (see min Part ii January 2025).  
**Resolved:** The extension of the current lengthsman's contract was proposed, seconded and carried, subject to public liability insurance being in place.

**136. URGENT BUSINESS BROUGHT FORWARD AT THE CHAIR'S DISCRETION**

- a) It has been noted by a member of the parish and confirmed by the Council grounds contractor that a tree in Jubilee Field has split and requires removing. This will be undertaken on the 12<sup>th</sup> February. **Noted.**
- b) A Padley Common working party took place on Saturday 8<sup>th</sup> February. This was very successful, thank you to all the volunteers who took part. **Noted.**

**137. GROUP/REPRESENTATIVES REPORTS**

**Planning Control Matters**

**To Consider DNPA Planning Matters for Consultation**

**Full Planning Applications:**

- a) Ref: **0027/25** Downes, Chagford  
**Proposed:** Retention of log store. **Resolved:** To support this application.
- b) Ref: **0023/25** Little Laskeys, Chagford  
**Proposed:** Demolition of garage to create side entrance with dormer windows and car port. **Resolved:** To support this application.
- c) Ref: **0013/25:** Fields West Of Week Down And East Of Entrance To Nattadon Common. Known As Epona.  
**Proposed:** Change of use to agriculture and natural burial site mix, construction of hardstanding and access improvements. **Resolved:** To support this application.  
2 members of the public left.

**Variation to Approved Planning:**

- d) **Ref: 0009/25** West Corndon, Chagford  
**Proposed:** Extension to dwelling. **Noted.**

**Grant of Conditional Planning Permission:**

- e) **Ref: 0451/24** 11 New Street, Chagford  
**Proposed:** Conversion (retrospective) and use of outbuilding as a 1-bedroom annex to main house. **Noted.**
- f) **Ref: 0462/24** Hollow Meadow, Chagford  
**Proposed:** Variation of Conditions 2 and 10 of approved planning ref 0509/22. **Noted**
- g) **Ref: 0421/24** Quintatown, Chagford  
**Proposed:** Single story extension and replacement porch. **Noted.**
- h) **Ref: 0481/24** 57,59,61,63 New Street, Chagford  
**Proposed:** Replace timber windows and doors with UVPC. **Noted.**

**138. CLERKS/CHAIRMANS REPORT**

- a) VE Day 80 8<sup>TH</sup> May 2025. Subject to landowner permission a beacon on Meldon Hill will be lit. There will be various activities The Council has registered interest. **Resolved:** It was proposed, seconded and carried to take part in the VE Day celebrations.
- b) Internal auditor for financial year 2024/25. **Resolved:** As the Clerk is still in training, the same internal auditor will be asked to audit until 2027. In the preceding year a new auditor will be sought for 2027.
- c) Annual Assembly update – for information. Mandy Ewing (WDBC) has confirmed her attendance. **Noted.** The inclusion of Padley Common was discussed. **Resolved:** The Padley Commoners are happy to present briefly. Other candidates are in the process of notification. **Noted.**
- d) Risk Management Policy. **Resolved:** it was proposed, seconded and carried that the Risk Management strategy be adopted, with the exclusion of one bullet point: *"assessment of risk whilst setting the precept, including any bid for resources to tackle specific issues"*
- e) New defibrillator pads are required, both adult and infant. **Resolved:** acquiring them was proposed, seconded and carried
- f) Quote from RoSPA regarding playground safety checks. **Resolved:** acceptance was proposed, seconded and carried
- g) County wildlife status (CWS). Padley Common has been granted CWS. County Wildlife Sites are sites of county importance for a wildlife habitat or for special wild plants or animals. This is an 'informative label' not a 'statutory designation'. A CWS does not have any legal status; the owner is not obliged to manage it in any way, and it does not confer any right of public access. However, CWSs are included in Council's Local Plans and may be considered if ever there is a proposal to develop a site. **Noted.**
- h) Potential grant from WDBC for capital project. There is a possibility the Council may receive a grant to cover the installation of the EV chargers in Bellacouch Car Park and most of the cost of solar panels to fuel the EV

chargers. **Resolved:** It was proposed, seconded and carried to follow up this grant opportunity.

i) Nominations for Buckingham Palace Garden Party. **Resolved:** It was agreed to nominate Cllr. Belinda Hayter-Hames.

#### 139. FINANCE REPORT

a) Precept update. The precept request has been sent and receipt acknowledged. **Noted.**

#### 140. ENVIRONMENT REPORT

a) Jubilee Field Inspection Report – **Cllr: Dhevdhas Nair**

Play area and skate park entrance signs; both looking very scrappy and old. **Resolved:** New signs have been ordered.

Fencing around skate park; one broken fence panel above first area of skate park. **Resolved:** The handyman has been informed.

Skate Park; one loose screw on first lower curved double ended skating riser. **Resolved:** The handyman has been informed.

Infant Multi play; sharp rusty corners on extruding bolts on green upright supports. **Resolved:** The handyman has been informed.

b) Public Convenience Inspection Report – **Cllr: Dhevdhas Nair** Toilets all clean, hand wash machines and all toilet door locks functioning well. **Noted.**

#### 141. REPORT FROM WDBC REPRESENTATIVE

a) The implications of the English Devolution White paper and local government reorganisation for West Devon and indeed for Devon as a whole are still unclear.

It may take some time for local government to be restructured, and West Devon is committed to continuing to provide quality services to residents. In the medium term it is likely that districts and boroughs will seek to exist and this could provide more opportunities/responsibilities for Town and Parish Councils.

A balanced budget has been drafted at West Devon. Once this is formalised we will then move to agreeing a delivery plan for the next three years. This is likely to include provision for some grants to support community groups and community halls. West Devon also maintains a commitment to increasing biodiversity and is continuing to look for parcels of land that are available for purchase that could be used for 'bio-diversity net gain'.

Please see the CPC website for the full report.

#### 142. ANY OTHER REPORTS

a) There were no other reports.

**143. CORRESPONDENCE AND EMAILS**

a) Email from a parishioner questioning the safety of trees on Wescott Lane. Dealt with in Item 134.

**144. FINANCIAL MATTERS**

- a) Approval to pay Source for Business – services to the Market House
- b) Approval to pay British Gas Lite – electricity to Ellis Drive Toilets
- c) Approval to pay British Gas – electricity to Market House Toilets
- d) Approval to pay British Gas – electricity to Market House Office
- e) Approval to pay HMRC PAYE Q3
- f) Approval to pay the lengthsman for services to and drains and ditches
- g) Approval to pay EE Ltd for the CPC mobile phone

**RECEIPTS**

- j) Interest Nat West Bonus Saver £14.65
- k) Interest Nat West Business Reserve £4.50
- l) Rental income Market House £630.00

**145. ACCOUNTS FOR PAYMENT**

£

a)	HMRC PAYE	392.19
b)	Source for Business – services to the Market House	208.05
c)	British Gas Lite – electricity to Ellis Drive Toilets	16.92
d)	British Gas – electricity to Market House Toilets	53.90
e)	British Gas – electricity to Market House Office	19.78
f)	EE LTD – Parish Council mobile phone	23.30
g)	Lengthsman for services to signs and drains	540.00
h)	Ruth Wright – Salary	1129.28
i)	Ruth Wright – Clerk’s expenses	20.00
j)	Defib Supplies	196.80

**The meeting closed at 9.11 pm**

**Date** ..... **Signed** .....