

MINUTES

of

SHAUGH PRIOR PARISH COUNCIL

Annual General Meeting

Held on

Wednesday 2nd May 2018

at

Shaugh Prior Recreation Hall

Present: Chairman Cllr Wassell
Cllrs. Small, Stone, Taffurelli, Spiers, Mrs Burkill and Mrs Tyler
County Cllr Hart
District Cllr Hitchins

2 Members of the public

Apologies: Cllrs Norman and McIver

Minute Number		Action
	<p>Minutes of AGM held on Wednesday 17th May 2017</p> <p>The Clerk referred to the minutes of the AGM held on Wednesday 17th May 2017 which were circulated to Cllr's prior to the meeting. It was proposed by Cllr Mrs Burkill and seconded by Cllr Small that the Minutes should be accepted as being a true record of the AGM and this was agreed unanimously.</p> <p>Election of Chairman and Vice-Chairman</p> <p>The Clerk reported that he had received no applications for either the post of Chairman or Vice-Chairman. Cllr Wassell confirmed that he was willing to continue as Chairman and this was proposed by Cllr Small and seconded by Cllr Stone. Upon the vote this was agreed unanimously and Cllr Wassell was elected as Chairman.</p> <p>For the election of Vice-Chairman, Cllr Small confirmed that he was happy to continue in this position and this was proposed by Cllr Taffurelli and seconded by Cllr Mrs Burkill. Upon voting this was agreed unanimously and Cllr Small was elected as Vice-Chairman.</p> <p>Election of Committee's</p>	

53/18	<p>It was agreed that the following Committees and Cllrs be accepted en-bloc. Proposed by Cllr Taffurelli and seconded by Cllr Small:-</p> <p>HR Sub-Committee Cllr Small, Cllr Wassell, Cllr Mrs Burkill</p> <p>Emergency Plan Committee Cllr Wassell, Cllr Stone, Cllr Mrs Burkill</p> <p>Play Area Sub-Committee Cllr Norman, Cllr Small, Cllr Mrs Tyler, Cllr Spiers, Cllr Taffurelli</p> <p>Appointment of Representatives</p> <p>It was agreed that the following Cllrs would represent the Parish Council on the following groups/organisations en-bloc and this was proposed by Cllr Taffurelli and seconded by Cllr Small:</p> <p>Imery's Liaison Group Cllr Small, Cllr Taffurelli</p> <p>Wolf Minerals Local Liaison Group Cllr Wassell, Cllr Taffurelli</p> <p>I&DALC Cllr Small, Cllr Taffurelli</p> <p>DNPA Cllr Mrs Burkill</p> <p>Newnham Solar Panels Community Interest Group Cllr Spiers</p> <p>Open Forum</p> <p>In Elaine Budd's absence the Clerk read out an update provided which confirmed that works to re-clad the processing plant were due to commence in mid-May which included strengthening the existing frame of the building. The Community Website at www.dm-community.co.uk is about to undergo a re-design and development to make it easier to use and to incorporate additional information for the community such as downloadable educational resources for schools and colleges.</p> <p>Now several months into researching the history of Hemerdon Mine, Plymouth Historian Chris Robinson (<i>pictured above</i>) tells us that he's been bowled over by the support he has been getting from the surrounding neighbourhood and the local community of mining enthusiasts. Among the fascinating stories he's heard from the area, Chris and James McFarlane, Senior Mine Geologist at Wolf enjoyed a fascinating morning with the owners of Galva House (the former home of John Nicholls who first identified Hemerdon's potential as a Tungsten Mine). They also spent an informative couple of hours talking to the delightful John McIver about Lee Moor and gave a talk to</p>	
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	<p>a Ladies' Group at Beechwood House in Sparkwell. Annie confirmed she had recently attended a committee meeting of Shaugh Prior Hall and will continue to do so in respect of supporting the organisation with the Apple Celebrations which Wolf will be sponsoring once again.</p> <p>A member of the public raised concerns about the recycling bank at Moorland Hotel not being returned. Cllr Hitchins agreed to look into this to see if it was a District Council matter. It was also noted that a clothing recycling bank at Shaugh Prior Hall had been taken away and not returned. However it was noted that this was a facility provided by a private operator and not the Local Authority.</p> <p>Some discussion took place regarding the possible use of the defib at Shaugh Prior Hall and how its' use had potentially saved a life. During its' monthly check Cllr Mrs Burkill confirmed our defib had not been used and therefore it was likely that the defib that had been used was a privately-owned one. The fact that a defib had been used however highlighted the need for as many people as possible to attend the defib training session that had been arranged by Olivia Dunn at Shaugh Prior Hall on Wednesday 23rd May 2018 between 6pm and 8pm. The Clerk confirmed that details of the training course could be found on the PC website along with an on-line booking system so Olivia has an idea of numbers (it is free to attend). It was agreed that we need to get as many people as possible to support this event including staff at both the Moorland Hotel and White Thorn Inn. Cllr Wassell said he would raise this with the White Thorn.</p> <p>Cllr Taffurelli raised an issue with the gating of an existing bridleway at Cann Woods which it would appear has now been locked up for several years and asked why it could not now be opened. It was suggested that the reason for the bridleway being locked in the first place was due to dogs chasing sheep. Cllr Hitchins agreed to look into this from a District Council perspective and respond to the Clerk.</p>	<p>Cllr Hitchins</p> <p>Cllr Wassell</p> <p>Cllr Hitchins</p>
54/18	<p>Declarations of Interest</p> <p>None to report.</p>	
55/18	<p>Police Report</p> <p>Following the meeting the following Police Report was received for April:</p> <p>Crimes: 4</p> <ol style="list-style-type: none"> 1. Malicious Communications – a person was sent a letter that had unpleasant comments. No evidence to identify who sent the letter. Filed. 2. Domestic Assault – suspect was arrested and interviewed where they denied the assault. No other witnesses or any evidence to support a prosecution. Victim was safeguarded. Filed. 3. Produce Class B drug – small cannabis set up located in property – under investigation and offender to be interviewed 	

56/18	<p>soon.</p> <p><u>Logs of Note:</u></p> <ol style="list-style-type: none"> 1. 4th April there was a missing vulnerable person from The Moorland Hotel. Units attended location, searched surrounding area and person was located safe and well. Safeguarding was implemented. 2. 17th April there was a suicidal person who messaged their friend. All units were immediately dispatched to the area and the person was located safe and well. They were detained under the Mental Health Act for an assessment. 3. 25th April there was a single vehicle RTC where the vehicle flipped on its roof. No one was hurt and the driver was not impaired through drink or drugs. 4. 29th April there was a report of ASB of 'bikers' on the 'New Road'. A traffic unit was deployed but no bikers were located. <p><u>Information:</u></p> <ol style="list-style-type: none"> 1. Sgt Ray Bower has now left and will be replaced by A/Sgt Justin Gool, who joins us from Crownhill Response Team, and will be temporarily covering in Sgt Woodward's absence. 2. On 19th May a property in Shaugh Prior reported an intruder in their property after disturbing a male in their house at 0500am. The male was challenged by the occupants, but they ran off and out of sight. Through some investigation the male was identified and spoken to by myself. He admitted that he had walked into the wrong house, believing it to be his friends. The male also bought the occupants some flowers and wine as an apology for all the fright and worry his actions put them through. I am satisfied this was not a 'BURGLARY' but was an honest, very silly, mistake that will not be repeated again. 	
	<p>County and District Councillor Reports</p> <p>Cllr Hart started by addressing some of the concerns regarding Broadband which are covered elsewhere in the agenda under Minute 8/18(c). Reference was made to SCC's decision to look at the possibility of unitary status. Cllr Hart confirmed there was no appetite for such in Devon.</p> <p>Cllr Stone made reference to the on-going works relating to the damaged highway culvert near Hartstone Farm and how these works were now in a list of schemes awaiting for approval of funding from DCC. Cllr Stone mentioned that this culvert is on a route that is well-used by local farmers and it was therefore essential that the works are carried out as soon as possible. Cllr Hart confirmed that he would look into this. Lots of potholes continue to get reported and with 6000 miles of road to maintain, more money is being put aside for highway works and addressing drainage issues. The new highway maintenance contract with Skanska is now settling down and more operatives are being sent out in order to get a grip on the pothole issues.</p> <p>With regard to the District Report, Cllr Hitchins mentioned that for various reasons he has not been able to commit as much time as he would have liked to District Council matters and was looking to try and get back up to speed on things. SHDC are now looking at charging for</p>	Cllr Hart

57/18	<p>the use of public toilets. If this isn't acceptable then some may have to close altogether. A recent planning seminar on Permission in Principle which relates to speeding up the planning process relating to the delivery of housing sites was very well attended. Cllr Hitchins was of the opinion that more guidance was required on this subject and was hopeful that further training sessions would be arranged and held over the coming months.</p> <p>DPNA Report</p> <p>Cllr Hitchin mentioned he had attended the recent launch of the 6 point code which relates to various 'Do's and Don'ts' when visiting the moors although it was felt that there being no reference to not speeding on the moors was an over-sight. It was mentioned that the hand-out leaflets provided for the launch should also be provided to local schools as well as businesses such as the Moorland Hotel. The Dartmoor Ranger system has now been altered and there is now a new Head Ranger in place.</p> <p>On this coming Friday a debate will take place regarding the new visitor centre at Postbridge which it is hoped would be based upon a Bronze Age Visitor Attraction. Heritage Lottery Funding has been secured for the project. Discussions on the future of Dartmoor Prison continue, with a possible hotel being one option if the prison closes.</p> <p>Finally Cllr Mrs Burkill raised concerns with Cllr Hitchins regarding the possible erection of a building that may not have secured planning permission and a lack of enforcement action. Cllr Hitchins mentioned that the applicant would have to apply for retrospective permission and that planning enforcement was a lengthy, drawn-out process.</p>	
58/18	<p>Minutes of the Meeting held on the 4th April 2018</p> <p>It was agreed that the Minutes of the meeting held on the 4th April 2018 were an accurate record of proceedings and were signed by the Chair. In respect of Minute 43/18 it was noted that Cllr Taffurelli also attended. This was noted by the Clerk.</p>	Clerk
59/18 8/18(a)	<p>Matters Arising</p> <p>Highway Matters</p> <p>The Clerk made reference to a number of emails received regarding the on-going problems of bikers speeding on the new section of Lee Moor Road. Apart from the obvious highway safety concerns, a number of the complaints received related to the noise of the bikes being rode at high speeds. It was agreed that the Clerk would raise this with Cllr Hart, with the Police also copied in.</p> <p>The Clerk confirmed that he had raised the issue of the lack of markings on the end of the crash barriers and the block gully at the bottom of Shaugh Prior village (raised previously by Cllr Mrs Burkill) with Nick Colton and he was awaiting a response to these points.</p> <p>The issue of wild orchids being cut down was raised with DCC Highways who have confirmed that they were not responsible for</p>	Clerk Clerk DCC Highways

8/18(b)	<p>cutting down the vegetation on the verges in question as they are aware of the presence of the orchids and make sure they are protected. On this basis it is not currently clear who was responsible for this.</p> <p>Cllr Mrs Tyler requested that the white markings on the main road be installed whilst Cllr Stone requested Nick Colton's email address so a further meeting could be arranged with him (this was provided after the meeting). The Clerk agreed to raise these items with Nick Colton.</p> <p>Newnham Solar Panels Community Benefit Scheme</p> <p>Cllr Spiers read out the recent email received from David Cobbold which mentioned that the previous administrator Sally Farley had left her position and that they were in the process of filling her vacant post. It was telling that the email received still made no reference to the funds having been received and no date had been set for the next meeting.</p>	Clerk
8/18(c)	<p>Broadband</p> <p>Much of the discussion on broadband was raised during County Cllr Hart's report. Cllr Hart confirmed that he had spoken to Matt Barrow and there still seemed to be some issues for Julia Sanders and her on-going issues with BT. With regard to the Moorland Hotel, as they are a commercial business they would have to pay for improved broadband connection which is not necessarily cheap. The Clerk confirmed that he had relayed this message to the occupiers of the Moorland Hotel.</p>	
8/18(d)	<p>Cllr Mrs Tyler asked why there were still some areas of Wotter (Dartmoor Cottages) which couldn't get access to broadband when there were properties on the opposite side of the road which could receive it? Cllr Hart agreed to take this away and get an answer for Cllr Mrs Tyler.</p> <p>Wotter Surgery Defibrillator</p> <p>The Clerk confirmed that the new defib had been purchased and was in place at Wotter Surgery. A huge thank-you goes to both Wolf Minerals for providing a significant amount of the funding required to purchase the defib and Cllr Hitchins who provided funding from his Locality Budget. The Clerk agreed to now get the defib registered with the SW Ambulance Trust as a community defib on their registration scheme.</p>	Cllr Hart
8/18(e)	<p>Lee Moor Play Area Improvements</p> <p>The Clerk mentioned that he was waiting to hear back from Cllr Taffurelli on his availability before arranging a meeting as he had kindly agreed to host the meeting. The Clerk agreed to go ahead and getting the meeting of the Play Area Sub-Committee put in the diary asap. Cllr Taffurelli mentioned that Imerys had now agreed to provide the earth to cover the boulders at Wotter Play Area which had been</p>	Clerk

50/18	<p>raised as a safety issue in the installation report for the new climbing frame. Cllr Mrs Burkill mentioned that we needed to be careful to ensure that the banks were not made too steep and we may have to consider a ramp down. This was noted.</p> <p>Stan Finemore Memorial</p> <p>Cllr Mrs Burkill confirmed that local resident Stella Tracey who knew Stan very well had purchased a Double Pink Hawthorn Tree and was willing to donate it to the Parish Council and plant it in his memory. Cllrs agreed that this was a very generous offer and wished to thank Stella for this. It was agreed that the tree would be planted on the area of Council-owned land close to where Stan lived although a limited area of vegetation would have to be cleared to allow this to happen. Cllr Wassell agreed to visit the area the following day with Cllr Mrs Burkill and assist in the planting of the tree. It was agreed that the Parish Council would arrange for a plaque to be provided in due course.</p>	Clerk
60/18	<p>Planning</p> <p>The Clerk referred to receipt of a planning application for the creation of accommodation ancillary to the dwelling at Windermere, Shaugh Prior (app no 0182/18). It was agreed that Cllrs Wassell, Stone and Mrs Burkill would visit the site the following day and report back to the Clerk.</p> <p>Cllr Mrs Burkill raised concerns about the possible refusal of the application submitted for the widening of a vehicular access at Bramley House (app no 0148/18) which was reported at the April PC meeting. It was her understanding that objections were raised by DNPA planners due to the impact the works would have upon an existing tree. It was her view (shared by other Cllrs) that the benefits of getting cars off the road overweighed the impact upon a tree which was not listed. It was agreed that the Cllrs would also visit this site the following day.</p>	
61/18	<p>Chairmans Business</p> <p>The new Chair Cllr Wassell had nothing to report although he wanted to thank those Cllrs who attended various committees on behalf of the PC.</p>	
62/18	<p>Reports from Committee's</p> <p>As no meetings had taken place since the last PC meeting there was nothing new to report.</p>	
63/18	<p>Correspondence</p> <p>During the past month the following correspondence had been received:-</p> <ul style="list-style-type: none"> • Mrs Burkill gave an update on the correspondence received from 	

	<p>Molly Hunt last month regarding writing articles for the Parish Magazine. Cllr Burkill said Molly had some good ideas for articles including fly-tipping and was looking to raise funds as part of a trip to South America. It was suggested that perhaps the Parish Council could set up a bursary for helping young people in their studies using the funding earmarked from the Woodland Trust. It was agreed that the Clerk would look into this with some options for the next meeting.</p> <ul style="list-style-type: none"> • Email from Olivia Dunn regarding a defib training event taking place at Shaugh Prior Hall on Weds 23rd May between 6pm and 8pm. • Email from Mr Hood regarding the cutting-back of an area of vegetation which includes wild orchids. The Clerk agreed to raise this with DCC Highways. • Invite to Devon Community Resilience Event taking place on Thursday 14th June at Cruwys Morchard Parish Hall. • Email updates from Wolf Minerals on their Noise and Vibration Management Plan. • Email from I&DALC confirming the postponement of the next meeting until September. • Email containing the newsletter for the Dartmoor Local Plan Review. • Email of the monthly news bulletin from the SLCC. 	Clerk
64/18	<p>Internal Audit Report</p> <p>The Clerk confirmed that the Internal Audit Report (a requirement of the Annual Return) had now been completed and that it had raised 3 relatively minor issues which were as follows:</p> <ul style="list-style-type: none"> • Reference the correct figures in the boxes for the Annual Return (the precept had been included in the incorrect box). The Clerk confirmed he had rectified this for this year's Annual Return. • A query on why no National Insurance had been paid in respect of the Clerk's wages. The Clerk confirmed he had spoken to payroll at SHDC and the salary paid to the Clerk did not go above the threshold when National Insurance should be paid. • The existing Financial Regulations adopted by the Parish Council are out of date and that the Parish may wish to base their regulations on those produced by NALC. The Clerk mentioned that the regulations produced by NALC are quite lengthy and perhaps too detailed for the PC. However he agreed to look into this and report back to the next PC meeting. 	
65/18	<p style="text-align: center;">•</p> <p>GDPR</p> <p>The Clerk made reference to the General Data Protection Regulations coming into force on the 25th May 2018 which is something that the Parish Council will be required to adhere to. Much more work will be required on this over the coming months. The first step will be to produce an Action Plan which the Clerk hoped to present at the next</p>	

66/18	<p>PC meeting. The GDPR requires the PC to look at all data it holds, for what reason and how it is used. Despite initially suggesting to the contrary it would appear that Parish Council's won't be required to appoint a Data Protection Officer. The Clerk mentioned that Cllrs will also need to undergo training relating to the GDPR.</p> <p>Finance</p> <p>The Clerk confirmed that on the 1st May 2018 there was £19,456.85 in the Treasurers Account. This included receipt of the first precept payment of £6,070 from SHDC.</p> <p>The Clerk confirmed that he had received the annual Insurance Renewal from Zurich which was £606.74. As this was only £10 more than last year's policy it was agreed to go ahead and renew the policy with Zurich for a further 12 months.</p>	Clerk
67/18	<p>Payments and Receipts</p> <p>It was agreed to make the following payments:</p> <p>£100.00 cheque to Scott Smy (first Clerks expenses payment) £188.36 cheque to DALC (renewal of annual subscription) £180.00 cheque to IAC Audit & Consultancy (Internal Audit 17-18) £545.00 cheque to Eric Palmer (cleaning shelters and agreed maintenance works) £27.04 cheque to Scott Smy (reimbursement of postage and sundries) £606.74 cheque to Zurich Municipal (renewal of insurance policy)</p> <p>Receipts £6,070 BACS payment from SHDC (first Precept payment).</p>	Clerk
68/18	<p>Works and Maintenance</p> <p>The only matter to be raised was that the Clerk still needed to speak to Dan Searle to ask him to carry out the various fencing works (identified following the inspection by SHDC) at Wotter Play Area. This was noted by the Clerk.</p> <p>Several Cllrs had received complaints about the painting of the bus stop at Wotter. It was mentioned that the blue paint was a background and it would look much better once it was all finished. It was suggested that perhaps the bench inside could also be painted along with the gates. It was agreed that if volunteers were to carry out these works then it was only fair that the PC reimbursed them for the cost of paint etc.</p>	Clerk
69/18	<p>Date and Place of Next Parish Council Meeting</p> <p>The Clerk reminded everyone that the Annual Parish Meeting will take place on Wednesday 6th June 2018 at Shaugh Prior Recreation Hall starting at 7.00pm. This will be followed by the monthly PC meeting.</p> <p>The meeting closed at 9.40pm</p>	

	<p>Signed:.....Chairman</p> <p>Date:</p>	
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