

MINUTES

of

SHAUGH PRIOR PARISH COUNCIL**Annual General Meeting**

Held on

Wednesday 10th May 2023

at

Shaugh Prior Recreation Hall

Present: Vice Chairman Cllr Stone
Cllrs Sims, Mrs Burkill, Mrs Tyler, Mrs Francis-McLeod and Mrs Proctor

4 Members of the public

Apologies: Cllr Hart, Cllr Chater and Cllr Wassell
Sgt Ryan Canning

| Minute Number | | Action |
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| | <p>Minutes of AGM held on Wednesday 4th May 2022</p> <p>The Clerk referred to the minutes of the AGM held on Wednesday 4th May 2022 which were circulated to Cllr's prior to the meeting. It was proposed by Cllr Mrs Tyler and seconded by Cllr Mrs Proctor 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 an email prior to the meeting nominating Cllr Mrs Tyler for the post of Vice Chair whilst Cllr Mrs Burkill wished to propose Cllr Stone as Chairman.</p> <p>Existing Vice-Chair Cllr Stone confirmed that he would be happy to stand as Chair and this was proposed by Cllr Mrs Burkill and seconded by Cllr Mrs Proctor. Upon the vote this was agreed unanimously and Cllr Stone was duly elected as Chairman. Cllr Stone wished to thank those who nominated him and confirmed that Cllr Wassell would be a hard act to follow.</p> <p>For the election of the Vice-Chair, Cllr Sims wished to nominate Cllr Mrs Burkill and this was seconded by Cllr Francis-McLeod. Cllr Mrs Tyler also highlighted her willingness to stand as Vice-Chair but</p> | |

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| <p>52/23</p> | <p>received no proposer or seconder. At the vote Cllr Mrs Burkill was elected as Vice-Chair.</p> <p>Election of Committee's</p> <p>It was proposed by Cllr Mrs Proctor and seconded by Cllr Sims that the following Committees and Cllrs were agreed en-bloc:</p> <p>HR Sub-Committee Cllr Stone, Cllr Mrs Burkill and Cllr Sims.</p> <p>Emergency Plan Committee Cllr Stone, Cllr Mrs Tyler, Cllr Mrs Proctor and Cllr Mrs Francis-McLeod. It was highlighted that the Emergency Plan leaflet would need a refresh this year (having been left in abeyance until after the AGM).</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 Mrs Tyler and seconded by Cllr Mrs Proctor.</p> <p>Imery's Liaison Group Cllr Mrs Tyler, Cllr Chater</p> <p>Hemerdon Mine Local Liaison Group Cllr Stone</p> <p>I&DALC With Cllr Taffurelli having now left the PC and with meetings of the I&DALC often taking place during the daytime in Ivybridge, there were no volunteers who could attend these meetings. However, the Clerk did highlight that recent email correspondence received had suggested that this group may not continue to operate. It was therefore left that the Clerk would update the PC as and when correspondence is received from the I&DALC's.</p> <p>DNPA Cllr Mrs Burkill</p> <p>Newnham Solar Panels Community Interest Company Cllr Mrs Burkill</p> <p>Shaugh Prior Community Climate Change Emergency Group Cllrs Mrs Tyler, Mrs Francis-McLeod and Sims.</p> <p>Open Forum</p> <p>Mr Clewer highlighted that as a result of the strong easterly winds experienced during the past few weeks, there had been issues of dust associated with Hemerdon Mine and requested that this be raised at the next Hemerdon Mine Local Liaison Meeting. However, with representatives from TW at the PC meeting, they acknowledged that</p> | <p>Clerk</p> <p>Tungsten West/Clerk</p> |
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| | <p>they were aware of this issue and looking to put measures in place to prevent it from occurring again. It was also agreed that the Clerk would send dust reports to Mr Clewer.</p> <p>As a result of losing his District Cllr seat at the recent election, Mr Clewer confirmed that the meeting planned between former District Cllr Spencer and Cllr Hart regarding the issues on the B3417 was no longer going ahead. Therefore, Mr Clewer requested that the PC formally write to Cllr Hart requesting his attendance at the June PC meeting with a view to providing the PC with a response to the email sent to Cllr Hart on the 13th December 2022 (which related to securing a power supply from the TW S.73 for a possible speed camera/sign). It was noted that Cllr Hart last attended a meeting of the PC in June 2022 and as such Cllrs agreed that the Clerk should request Cllr Hart's attendance at the June PC meeting. Mr Clewer also highlighted concerns regarding any lack of response from the DCC PROW section relating to the safety of the existing bridleway. It was also suggested that Mr Clewer may also want to raise this matter with the new District Cllr at SHDC.</p> <p>Andrew Nisbet and Hayley Holt from TW gave a brief update relating to matters at the Tungsten Mine. The next meeting of the Local Liaison Meeting will take place at the mine on the 17th May starting at 5.00pm. Andrew confirmed that TW were looking at a minor change relating to an amendment to existing planning conditions that would remove the tonnage cap for HGV movements (although the number of HGV movements would remain the same as permitted). A screening opinion (as to determine whether or not an EIA would be required) had recently been submitted to DCC. It was suggested by Cllr Mrs Tyler that TW should really be contributing towards the cost of road maintenance in the area whilst Cllr Mrs Tyler wished to reiterate the suggestion that all HGV's should be made to turn left when they exit the mine site. It was also suggested that perhaps TW should also be present at the Imerys Local Liaison Meetings. All agreed that this would be a good idea moving forwards.</p> | <p>Clerk</p> |
| <p>53/23</p> | <p>Declarations of Interest</p> <p>Cllr Sims declared a personal interest in relation to the planning application submitted for the White House which was due to be discussed under Minute Item (59/23) due to Cllr Sims being the occupier/owner of the property in question. It was therefore agreed that Cllr Sims would not take part in any discussion on this item and duly signed the Register and the Clerk noted this declaration.</p> | <p>Cllr Sims Clerk</p> |
| <p>54/23</p> | <p>Police Report</p> <p>In his absence the Clerk read out the following report received from of Sgt Ryan Canning:</p> <p>My apologies for the meeting, I will be on Rest Days.</p> <p>April - There were 6 calls for service via 101/999: 07/04 Report of a vulnerable missing person on the Moor, nr to</p> | |

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| <p>55/23</p> | <p>Cadover. Located safe and well by Police. 08/04 Fall from Horse – injuries – redirected to Ambulance. 09/04 Report of a disturbance in the woods, near to Shaugh Bridge. All parties spoken to by Police. 10/04 Issues with a drunk male at a farm within the Parish. 17/04 Off-road biker, no helmet. Member of the public supplied the reg so PC Tungate was able to follow up at the rider's home address. 29/04 High Risk Missing Person, vulnerable by age/health. Found safe and well.</p> <p>Crimes recorded: 08/04 - Drink Drive and Possession of Cannabis – Ivybridge officers on Night shift located a vehicle with 4 occupants at Trowlesworthy Car Park. The driver failed to provide a sample of breath and resisted arrest. After a fight, Officers managed to overpower the male and he was arrested, found to be in Possession of Cannabis and later Charged with Drink Drive.</p> <p>County and District Councillor Reports</p> <p>In his absence Cllr Hart provided a brief report which was follows:</p> <p>Have very little to report at the moment. Some good news on finance for next meeting but are struggling to find any extra finance for potholes or drainage. Yesterday's rain showed just how vulnerable our road network is with the kind of monsoon conditions this area is now getting. The damage is still being calculated.</p> <p>As mentioned above, the Clerk confirmed that Cllr Spencer had lost his District Council Seat at the recent elections held on the 4th May 2023. All Cllrs wish to express their disappointment at Cllr Spencer losing his seat and wished to thank him for all his hard work over the past 4 years. The Clerk confirmed that he had already emailed Cllr Spencer thanking him for all his support over the past 4 years. It was agreed that the Clerk would email the new District Cllr requesting his attendance at the next PC meeting.</p> | <p>Clerk</p> |
| <p>56/23</p> | <p>DPNA Report</p> <p>Although having lost his seat at the recent District Council elections, Cllr Smerdon provided the Clerk with a brief report which was as follows:</p> <p>Agri-Environment Extensions – The Westminster debate about Farming on Dartmoor resulted in a ministerial commitment to an independent review and support for the 1 plus 4 model for agri-environment extensions. We have been working with local MP's, stakeholders and Defra on this issue whilst recognising that Natural England and the Rural Payments Agency are the lead organisations. A meeting of stakeholders is planned on the 11th May to discuss.</p> <p>Backpack Camping Appeal – We have just heard that the Court of Appeal hearing with regard to the backpack camping case will be on the 18th July 2023. This means all papers, witness statements etc</p> | <p>Clerk</p> |

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| 57/23 | <p>need to be submitted by the 6th June 2023. The Open Spaces Society (OSS) have submitted their skeleton argument to the Court of Appeal. They are supportive of our position. The Dartmoor Commons Owners Association have written to us, following our decision to appeal, highlighting a number of questions that they want answering and requesting a further change to the permissive agreement that has been drafted with them.</p> <p>Starbucks Drive-Thru at Ashburton – Controversial plans for a Starbucks drive-thru on the edge of DNP are being recommended for approval. If approved it would be located in the new units beside the A38 at the Dolbeare Meadow Business Park in Ashburton. The application will be considered at the DNPA Development Management Committee on Friday 12th May.</p> <p>Minutes of the Meeting held on Wednesday 5th April 2023</p> <p>It was proposed by Cllr Mrs Proctor and seconded by Cllr Mrs Francis-McLeod that the Minutes of the meeting held on Wednesday 5th April 2023 were an accurate record of proceedings and were signed by the Chair.</p> | |
| 58/23 | <p>Matters Arising</p> | |
| 8/23(a) | <p>Highway Matters</p> <p>The Clerk mentioned that he had received a recent call from former Cllr Colin Taffurelli regarding the large number of potholes on the section of road between Beatland Cross and Elfordleigh. Whilst it was likely that a number of these potholes would be within Sparkwell, the Clerk agreed to raise this issue with DCC Highways although there was a Report-It function on the DCC website for such.</p> <p>Cllr Sims raised concerns about the fact that the 20 mph speed-activated warning sign in Shaugh village wasn't working. It was noted that this was probably due to the sign being battery-operated and that the batteries weren't lasting very long. It was suggested that it would be better for this sign to be solar-powered. The Clerk confirmed that as it was a relatively new sign it was likely that the sign could easily be converted to solar but there would be an associated cost. It was agreed that the Clerk would send the details of the sign supplier to Cllr Sims who agreed to look into this. It was suggested that a grant application could be submitted to the Newnham Solar Fund to assist with these costs.</p> | Clerk Cllr Sims |
| 8/23(b) | <p>Shaugh Prior Community Fund</p> <p>No applications for funding had been received this month.</p> | |
| 8/23(d) | <p>Tribute to Cllr Norman</p> <p>There was no further update on this matter. The Clerk agreed to ascertain the final location with Nick Wassell and seek permission for the siting of the bench with the National Trust.</p> | Clerk |

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| 8/23(e) | <p>Shaugh Prior Community Climate Change Emergency Group</p> <p>Cllr Mrs Burkill mentioned that she had spoken to Lidia Pearce who was concerned about the future of the group and whether it still had the support of the PC? It was agreed by all Cllrs that the SPCCCEG was still vitally important to the Parish and that the PC would still continue to cover the cost of the room hire for meetings of the group. It was agreed that the Clerk would drop Lidia a line confirming the continued support of the PC. It was also agreed that the group probably needs a 're-boot' in order to get some new faces to come along to future meetings. It was also agreed that the Clerk would send the Terms of Reference for the group to all Cllrs.</p> | Clerk |
| 8/23(f) | <p>Parish Cllr Vacancies and 2023 Elections</p> <p>Following the elections, the Clerk confirmed that we now have 2 vacant Cllr positions that we can fill by co-option. It was agreed that notices advertising these positions will be prepared by the Clerk and circulated from Monday 15th May 2023. The Clerk suggested a deadline for applications of Friday 16th June 2023 (which gives people 4 weeks to apply) with a view to those applications being reviewed by the HR Sub-Committee at the end of June 2023. A final decision on new Cllrs could then be voted-upon at the July PC meeting. It was agreed that applications should be submitted based upon the approved Cllr selection criteria.</p> | Clerk |
| 59/23 | <p>Planning</p> <p>The Clerk made reference to receipt of a planning application for the creation of a new access and parking at The White House, Shaugh Prior (app no 0188/23). It was agreed by Cllrs (with the exception of Cllr Sims who took no part in the discussion) that the Chair along with Cllrs Mrs Tyler and Mrs Proctor would undertake a site visit at 5pm on Saturday 6th May 2023 and that the Chair would then report back to the Clerk.</p> <p>The Clerk also reported on an alleged planning breach at Hartstone Stables. After investigation by SHDC it was confirmed that no breach had taken place.</p> | Clerk |
| 60/23 | <p>Chairman's Business</p> <p>The Chair wished to thank the previous Chair Cllr Wassell for all his hard work in the role. It was suggested that perhaps instead of benches in the Parish, that a shield could be purchased and placed in one of the halls which refers to each of the past PC Chairs? It was agreed that the Clerk would obtain a price for such.</p> | Clerk |
| 61/23 | <p>Correspondence</p> <p>During the past month the following correspondence had been received:-</p> | |

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| | <ul style="list-style-type: none"> • Email and attachments from DALC regarding the nomination of Parish Members to DNPA. Cllr Sims confirmed that he wished to put himself forward (which was actively supported by Cllrs on the PC). It was therefore agreed one of our two votes should go to him and suggested that the remaining vote could go to Peter Smerdon (who was previously our DNPA Rep). • Email and letter from Auditing Solutions Ltd regarding the draft Internal Audit Report for 2022/23. • Email update from Tungsten West regarding date for the next Local Liaison Group Meeting on the 17/05/23. • Email update/newsletter from DALC. • Email Newsletter from NALC. • Email from Imerys re an invite to the next Community Liaison Group Meeting on the 02/05/23. <p>In addition, Cllr Mrs Burkill gave an update from the Newnham Solar Fund where she had been re-elected onto the board of directors. She mentioned that various projects had been awarded funds over the past year including new doors to Sparkwell Hall and funding towards the installation of solar panels on the roof of Cornwood Cricket Club. It was highlighted that funding was still available which could assist in converting our speed activated 20mph speed warning sign in Shaugh Prior village from battery-operated to solar.</p> | |
| 62/23 | <p>Lee Moor Air Ambulance Night Landing Site Application</p> <p>Following recent updates provided by Toby Russell, the Clerk confirmed that all of the funding for the project had now been secured and it was over to the PC to submit the required planning application. The Clerk confirmed that he would be looking into this over the coming weeks to determining what needs to be done to get the application submitted. There will be a cost to the PC which is in relation to the submission of the application itself to SHDC.</p> | |
| 63/23 | <p>Review/Approval of Updated Standing Orders</p> <p>The Clerk confirmed that as a result of the Internal Audit that the PC had been recommended to update their SO's so that they are based upon the Model Standing Orders produced by NALC. The model SO's were therefore circulated to Cllrs prior to the meeting including the necessary revisions which reflected our previous adopted SO's of the PC. It was proposed by Cllr Mrs Tyler and seconded by Cllr Mrs Burkill that the new SO's be adopted by the PC and this was agreed by all Cllrs.</p> | |
| 64/23 | <p>Finance</p> <p>The Clerk confirmed that on the 1st May 2023 there was the sum of £13,078.42 in the Treasurers Account which included the first precept payment from SHDC of £6,883.00.</p> <p>The Clerk confirmed that the Internal Audit had been completed with no issues although some recommendations had been suggested which will be included on the agenda for the June PC meeting.</p> | |

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| <p>65/23</p> | <p>In addition, the Clerk confirmed that the annual insurance policy was due for renewal and if Cllrs were minded to sign-up to the 3-year deal with the current provider (Zurich) then a saving could be made on the annual renewal fee (£612.32 compared to £652.35). It was agreed by Cllrs to proceed with the 3-year deal in view of the savings to be made.</p> <p>With regards to changing banks, the Clerk confirmed that he would pick this up once he has some more time available.</p> <p>Payments and Receipts</p> <p>It was agreed to make the following payments:</p> <p>£13.00 direct debit payment to EDF (electricity for Wotter defib) £100.00 cheque to Scott Smy (first Clerk's annual expenses payment) £300.00 cheque to Auditing Solutions Ltd (internal audit 2022/23) £125.40 cheque to Scott Smy (reimbursement for purchase of safety tiles bonding agent from online playgrounds) £612.32 cheque to Zurich Municipal (annual insurance renewal 2023-24)</p> <p>Receipts £6,883.00 BACS payment from SHDC (first Precept payment)</p> | <p>Clerk</p> |
| <p>66/23</p> | <p>Works and Maintenance</p> <p>Both of the play areas at Lee Moor and Wotter have recently been subject to inspections by Allianz (as part of our play area agreement with SHDC) and whilst defects were recorded in both, none were classified as category 'A'.</p> <p>With regards to the safety surfacing under the swings at Wotter play area, the Clerk confirmed that the existing tiles needed to be lifted and re-bonded to the existing concrete base before works to replace the timber edgings are undertaken. The bonding agent had now been purchased and it was hoped to proceed with these works now we have a dry period of weather forecast.</p> | <p>Clerk</p> |
| <p>67/23</p> | <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 7th June 2023 at Shaugh Prior Recreation Hall starting at 7.00pm. This will be followed by the monthly PC meeting.</p> <p style="text-align: center;">The meeting closed at 9.06pm</p> <p>Signed:.....Chairman</p> <p>Date:</p> | |