

**MINUTES**

of

**SHAUGH PRIOR PARISH COUNCIL****Meeting****Held on****Wednesday 6<sup>th</sup> March 2024**

at

**Lee Moor Public Hall**

Present: Chairman Cllr Stone  
 Cllrs Sims, Spencer, Chater, Mrs Francis-McLeod, Mrs Boulting  
 and Mrs Burkill

County Cllr Hart and Cllr Smerdon  
 PC Tungate

2 Members of the public

Apologies: Cllrs Mrs Proctor and Mrs Tyler

Minute Number		Action
17/24	<p><b>Open Forum</b></p> <p>Mr Clewer wished to express his gratitude on hearing that DCC are proceeding with a plan to implement a speed limit reduction on the B3417. He also confirmed that he had called an issue into the Police on the 3<sup>rd</sup> March regarding bikers using the B3417 and would be interested to see if this was included in next month's Police Report.</p> <p>Marica Lyndon of Tungsten West gave a brief update in relation to matters at Hemerdon Mine. The Section 73 planning application submitted to DCC had now been approved and the draft permit from the EA for the Mine Waste Facility was expected shortly. Once published, the draft permit will be subject to one final period of consultation which was expected to commence on the 18<sup>th</sup> March and last for 6 weeks. Community engagement activities will shortly recommence (attending community events in the Parish such as coffee mornings). Marica also highlighted that as a result in a reduction in the number of staff at TW, there are a number of laptops available for donation to members of the public. All the necessary information is on the TW Facebook page. Other local initiatives include provision of a community garden. It was noted that the Clerk hadn't received any dust monitoring reports for a number of months. Marica agreed to look</p>	

18/24	<p>into this and get them sent to the Clerk and Cllrs.</p> <p><b>Declarations of Interest</b></p> <p>The Clerk confirmed that none had been received.</p>	Marica Lyndon
19/24	<p><b>Police Report</b></p> <p>PC Dave Tungate read out the following report:</p> <p>Since the 1st Feb we have received 5 Calls for Service via 101/999:</p> <p>12th Feb. Concern for Welfare. Teenage female located at Beatland Cross. Female had escaped secure care and was returned, safe and well.</p> <p>13th Feb. Report of a suspect Drink Driver, sadly no VRM given.</p> <p>27th Feb. Report of 'Flares' seen near to Cadover Bridge. No units deployed as suspected Military training.</p> <p>29th Feb. Report of bad driving/swerving over road. Police stopped the vehicle at Yelverton. No offences, driver stated they were swerving to avoid potholes.</p> <p>Crime reports. As per the last report, there was a Dog attack on a sheep, 2nd Feb. The sheep was killed. No other crime reports or relevance.</p> <p>Cllr Mrs Burkill referred to a recent issue she had reported to the Police on the 101 number regarding off-road dirt bikes using the moors. She confirmed that she had confronted the bikers in the car park at Shaugh Bridge as they were unloading their bikes and had managed to get images of the registrations. PC Tungate agreed to look into this matter and report back.</p>	
20/24	<p><b>County and District Councillor Reports</b></p> <p>Cllr Hart started by thanking TW for their support in respect of providing the communications and electricity infrastructure needed on the B3417 which will allow for a new speed enforcement camera to be installed and the speed limit reduced to 40 mph.</p> <p>DCC's annual budget of £760m was recently approved by Cllrs which represented an increase of £42m when compared to 23/24. Looking after the old and the vulnerable continues to have the greatest impact upon the Council's finances. Looking forward it was confirmed that further restructures at the Council will be necessary, with around 700 staff due to go over the next 2 years (this will primarily involve the loss of the extra staff taken-on during the Covid pandemic).</p> <p>Much work continues to take place in respect of the Devon Devolution Deal, with Devon, Torbay and 8 further district councils coming together as one. A further 8-week consultation is due to commence shortly, with conversations taking place with a number of different organisations including educational establishments. The deal will result in a more direct line to Central Government, with improved funding opportunities. It will also allow district councils a direct line to Homes England.</p>	

21/24	<p>Cllr Hart admitted that the condition of DCC's roads was one of the most pressing matters at present, with simply not enough funding to address all of the potholes and the scale of some of the works that are required (some areas need significant reinstatement works which simply aren't affordable).</p> <p>In Cllr Oram's absence there was no District Cllr Report.</p> <p><b>DNPA Report</b></p> <p>Cllr Smerdon introduced himself to the PC meeting for the benefit of those Cllrs who had not been on the PC for very long and had not met Peter before. Cllr Smerdon confirmed his role as the Parish Link Member for DNPA and following his detailed report read out at the Feb PC meeting, he didn't have anything new to add. He said he hoped to attend meetings every 2-3 months.</p>	
22/24	<p><b>Minutes of the Meeting held on Wednesday 7<sup>th</sup> February 2024</b></p> <p>All Cllrs agreed that they had received a draft copy of the minutes of the February meeting and resolved that they were an accurate reflection of the minutes of that meeting. Proposed by Cllr Mrs Burkill and seconded by Cllr Chater.</p>	
23/24	<p><b>Matters Arising</b></p>	
8/24(a)	<p><b>Highway Matters – Track to Wotter Play Area</b></p> <p>The Clerk referred to a letter received from Dartmoor Cottages Residents Association (DCRA) seeking a grant payment of £200 from the PC to help with the cost of reinstating the track which not only provides access to Dartmoor Cottages but also Wotter Play Area. It was noted that this matter had been raised previously and whilst the condition of the track was private matter between the residents and the existing landowner, the PC did have a duty to ensure that suitable pedestrian (not vehicular) access can be provided to and from the play area. It was agreed that the Clerk would visit the site to check on the condition of the track from a pedestrian perspective. It was also the view of Cllrs that any application for funding should be submitted to the PC by way of the Community Fund (and filling in the necessary forms which can be downloaded from the PC website). It was agreed that the Clerk would respond to DCRA on this basis. It was also the view of Cllrs that the PC would not wish to take-on the future maintenance liability of the access track (as suggested by the DCRA).</p> <p>Further highway-related matters discussed were as follows:</p> <ul style="list-style-type: none"> <li>• The post for the speed activated sign on the road to Cadover Bridge has now been installed by DCC.</li> <li>• Cllr Sims is just awaiting some better weather before installing the solar conversion kit for the SAM sign in Shaugh Prior village.</li> <li>• DCC Highways confirmed that the provision of double yellow</li> </ul>	Clerk

<p>8/24(b)</p>	<p>lines at the junction of Portworthy Lane with the B3417 is something that can be considered/reviewed once the reduced speed limit of 40 mph has been implemented.</p> <ul style="list-style-type: none"> <li>• The matter of flooding at Broadoaks bus shelter has been raised with DCC Highways who have confirmed the current drainage arrangements there with the Parish Lengthsman (John Widdicombe was not aware of a deeper chamber which also needed to be emptied). This has now been resolved and it is hoped any flooding in this area will no longer be as problematic.</li> <li>• The poor road surface at Herreschoff Kilns has been raised with DCC Highways. Unfortunately, the scale of the works required go beyond the filling-in of potholes and would require a more significant scheme, the funding for which isn't currently available.</li> </ul> <p><b>Shaugh Prior Community Fund</b></p> <p>The Clerk confirmed that no applications for funding had been received.</p>	
<p>8/24(c)</p>	<p><b>Tribute to Cllr Norman</b></p> <p>The Clerk confirmed that he was still waiting to hear back from Peter Davies at the NT. He agreed to chase for a response.</p>	<p>Clerk</p>
<p>8/24(d)</p>	<p><b>Shaugh Prior Community Climate Change and Biodiversity Group</b></p> <p>The Chair temporarily allowed SO's to be lifted in order to allow Mr Clewer to provide an update. Tim mentioned that no meeting had been held since the last PC meeting and there had been no indication of anyone wanting to take over running/organising of the meetings of the group. It was therefore suggested that if there weren't any further updates at the next meeting then this item should be removed as a standing agenda item. SO's were then reinstated.</p>	
<p>8/24(e)</p>	<p><b>Wotter Play Area Improvements Sub-Committee</b></p> <p>Unfortunately, because of other pressing areas of PC work, the Clerk had not been able to arrange a meeting of the sub-committee. However, he confirmed that he would review the results of the responses to the consultation and get a response out to all Cllrs on the sub-committee prior to the next PC meeting. It was agreed by Cllrs that holding meetings on Zoom would be the most effective way for the group to meet. It was also noted that a Terms of Reference would also be required for this sub-committee.</p>	<p>Clerk</p>
<p>8/24(f)</p>	<p><b>Emergency Plan</b></p> <p>The Clerk gave an update following the first EP meeting held on the 28<sup>th</sup> February. Those that attended the meeting agreed it was very positive and we are now in the process of compiling a list of names of persons in the Parish with particular skill sets who could help during</p>	

<p>8/24(g)</p>	<p>certain emergency situations. The Clerk was due to provide some wording (seeking such individuals) for inclusion in the Parish Magazine and on the website. It was noted that the process of getting a new EP in place will take some time.</p> <p><b>Neighbourhood Plan</b></p> <p>Cllr Spencer gave an update on the recent informal get-together attended by a mix of Parishioners and Cllrs discussing the merits of proceeding with a NP and whether or not there was the appetite for such? After some discussion, it was resolved by Cllrs that the PC should proceed discussions on the implementation of a NP (proposed by Cllr Spencer and seconded by Cllr Sims). It was agreed that a NP Sub-Committee would have to be established. This would also need to include Terms of Reference for such. It was noted that SHDC would be the lead LPA and that a clear communication strategy would have to be developed. Cllr Spencer also confirmed he was happy to lead on this matter on behalf of the PC.</p>	
<p>8/24(h)</p>	<p><b>South West Water Lee Moor Sewerage Scheme</b></p> <p>There were no further updates on this item.</p>	
<p>24/24</p>	<p><b>Planning</b></p> <p>The following planning applications were read out by the Clerk:</p> <p>App No 0087/24/ – The Counting House, Cadover Bridge (variation of condition to remove the need to paint the recently installed satellite dish). It was the view of Cllrs to raise no objections to this application.</p> <p>App No 0530/24 – Stables to the rear of Blackalder Terrace, Lee Moor (removal of the stable). After brief discussion it was resolved by Cllrs to raise no objections to this application.</p> <p>App No 0103/24/FUL – Langage Energy Park, Kingsway, Plympton (construction of a 9.25km hydrogen pipeline). Whilst it was noted that the majority of the pipeline impacted upon the adjoining parish of Sparkwell, Cllrs raised some concerns regarding impacts upon existing bridleways and vegetation/hedgerows as it wasn't clear where the pipe would be running in some locations. A general lack of detail submitted with the application was concerning for Cllrs and how the hydrogen line could impact upon operations at Hemerdon Mine (where dynamite is often used when blasting). It was resolved by Cllrs that the Clerk would respond to SHDC outlining these concerns with the application.</p> <p>The Clerk confirmed that a potential breach of planning regulations on land adjacent to the access track leading to Lee Moor sewage treatment works had been highlighted to SHDC and following further investigation, it was confirmed that no planning breach had occurred. However, this was only based upon the fencing works that had taken place and not in relation to any works behind it.</p>	<p>Clerk</p>

25/24	<p><b>Chairman's Business</b></p> <p>The Chairman had no business to raise.</p>	
26/24	<p><b>Reports from Committees</b></p> <p>Those meetings that had occurred (EP etc) had already been addressed under previous agenda items. There were no other meetings to report on.</p>	
27/24	<p><b>Shaugh Prior PC FOI Policy and Publication Scheme</b></p> <p>The Clerk referred to the FOI Policy that had been drawn-up (on the basis of policies used by similar PC's in the local area) and which had been circulated to Cllrs prior to the meeting. A Publication Scheme had also been produced to accompany the FOI Policy which, once adopted, would be uploaded onto the PC website. Following a proposal from Cllr Chater and seconded by Cllr Mrs Boulting, it was resolved by Cllrs to adopt the FOI Policy (as drafted) along with the Publication Scheme.</p>	Clerk
28/24	<p><b>Review of PC Risk Assessment Management 24/25</b></p> <p>As part of the annual internal review of procedures and policies, the Clerk circulated our adopted Risk Assessment Management document for 24/25. The Clerk confirmed that there had been no significant changes to the document, just the removal of some duplication and where items were listed under each of the headings. It was proposed by Cllr Spencer and seconded by Cllr Mrs Boulting to accept the updated Risk Assessment Management document. Resolved by Cllrs to adopt the updated Risk Assessment Management document (which the Clerk would then upload onto the PC website).</p>	Clerk
29/24	<p><b>Review of PC Financial Regulations 24/25</b></p> <p>As part of the annual review of our procedures and policies, the Clerk referred to the need for the PC to review its adopted Financial Regulations. Prior to the meeting Cllrs were provided with a copy of the updated Financial Regulations which included one minor change relating to the fact that details of the updated precept are included in the minutes of the Dec PC meeting as opposed to the Feb meeting. Proposed by Cllr Mrs Boulting and seconded by Cllr Spencer to accept the updated PC Financial Regulations and this was agreed by all Cllrs. Clerk to upload updated document to the PC website.</p>	Clerk
30/24	<p><b>Correspondence</b></p> <p>During the past month the following correspondence had been received:-</p> <ul style="list-style-type: none"> <li>Email response from Four Rivers Dementia Alliance following their request for a grant of £100. They will come back to the PC to outline what work/impact the alliance has had upon parishioners in</li> </ul>	

31/24	<p>our parish (which may then determine whether or not the request is approved).</p> <ul style="list-style-type: none"> <li>• Devon Climate Change Emergency Newsletter for February 2024 (circulated to Cllrs)</li> <li>• Email Newsletters from DALC.</li> <li>• Letter from Dartmoor Cottages Residents Association requesting a grant to fund improvements to the access track (discussed above under Minute 8/24(a).</li> <li>• Email newsletter from NALC</li> <li>• Email newsletter from SLCC</li> <li>• Emails from a concerned resident regarding works taking place at Shaugh Bridge Car Park. The enquiries were forwarded to the National Trust for response.</li> </ul> <p><b>Finance</b></p> <p>The Clerk confirmed that on the 1<sup>st</sup> March 2024 there was the sum of £12,551.43 in the Treasurers Account.</p> <p>The Clerk mentioned that there had been no further update on the Bank Mandate and after speaking to TSB on-line, that he was advised to visit the local branch at Tavistock to get an update from them directly.</p> <p>Stuart Pollard of Auditing Solutions Ltd has undertaken the first part of the annual internal audit. Some minor points had been highlighted by Stuart including under what budget line the Clerk's expenses should be recorded as well as recording VAT in relation to payments made to EDF for the electricity for Wotter defib. The need for a review of the Risk Assessment Management document was also highlighted (which has been addressed under Minute item 28/24 above.</p>	
32/24	<p><b>Payments and Receipts</b></p> <p>It was agreed to make the following payments:</p> <p>£17.00 direct debit payment to EDF Energy (electricity for Wotter defib)</p> <p>£303.60 cheque to J &amp; MJ Widdicombe (parish lengthsman drainage works)</p> <p>£36.00 cheque to DALC (payment for Cllr training courses)</p> <p>£172.80 cheque to Scott Smy (reimbursement for annual mileage expenses 2023-24).</p> <p>Receipts None</p>	
33/24	<p><b>Works and Maintenance – Lee Moor Notice Board &amp; Tree Works</b></p> <p>The Clerk confirmed that he had received a competitive quotation from Tom Cox Tree Surgeon for the works to remove the tree with Ash Die Back and that the works were due to take place on the 21<sup>st</sup> March following agreement from Cllrs. It was noted that the logs would be left</p>	

<p>34/24</p>	<p>on-site for collection.</p> <p>With regards to the new notice board for Lee Moor, a bid for grant funding (£781.87) had now been submitted to the Newnham Solar Fund and a decision was awaited.</p> <p>Cllr Francis-McLeod referred to the collapsed bench which had the memorial plaque on it which she was still in receipt of. The Clerk mentioned that Cllr Oram had previously suggested that this was something that he could assist with and that details of the bench (including its' location) had been sent to Cllr Oram several months back but no response had been received. It was agreed that the Clerk would chase Cllr Oram for a response.</p> <p><b>Date and Place of Next Parish Council Meeting</b></p> <p>The next meeting of Shaugh Prior Parish Council will take place on Wednesday 3<sup>rd</sup> April 2024 at Shaugh Prior Recreation Hall starting at 7.30pm.</p> <p style="text-align: center;">The meeting closed at 9.20pm</p> <p>Signed:.....Chairman</p> <p>Date: .....</p>	<p>Clerk</p>
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