

**MINUTES**  
of  
**THE ANNUAL ASSEMBLY OF ELECTORS OF**  
**SHAUGH PRIOR PARISH**

Held on  
**Wednesday 5<sup>th</sup> July 2018**

at  
**Shaugh Prior Recreation Hall**

Present: Chairman Cllr Wassell  
Cllrs Norman, Small, Taffurelli, Stone, Mclver, Spiers, Mrs Burkill  
and Mrs Tyler

Apologies: District Cllr Hitchins  
3 members of the public

Agenda item		
1/18	<p><b>Apologies</b></p> <p>None received.</p>	
2/18	<p><b>Minutes of Annual Assembly Meeting held on Wednesday 5<sup>th</sup> July 2017.</b></p> <p>The minutes were agreed as being an accurate record proposed by Cllr Norman, seconded by Cllr Small and signed by the Chairman.</p>	
3/18	<p><b>Matters Arising</b></p> <p>None highlighted.</p>	
4/18	<p><b>Report from Dartmoor National Park Representative</b></p> <p>In the absence of Cllr Hitchins there was no report.</p>	
5/18	<p><b>Report from the District Cllr</b></p> <p>In the absence of Cllr Hitchins there was no report.</p>	
6/18	<p><b>Report from the County Cllr</b></p>	

7/18	<p>Cllr Hart wished to express his thanks to those who got him re-elected. With regard to the County budget situation, overall there was a £12m underspend despite putting more money into services supporting children and vulnerable adults. They have put in reserves for the next few years whilst DCC are also in a pilot scheme for retaining business rates (now keeping 55% rather than 9% previously) and Devon are also looking to stay in for the pilot scheme for the following year. In respect of Education the funding gap has closed slightly but there is still the gap when compared to other areas of the Country.</p> <p>Exeter NHS Trust will now be running North Devon Hospital whilst during the past year there was a considerable overspend in Children's Services. The TAP Fund will continue this year which should also consider crowdfunding to generate matched-funding.</p> <p><b>Parish Council Report</b></p>	
8/18	<p>Cllr Wassell wanted to thank Cllrs for re-electing him at Chairman. He said his first year in office had gone very well and was pleased with the progress being made in respect of the improvements delivered to the Wotter Play Area and focus was now on improving the facilities at Lee Moor. He was also thankful to Wolf Minerals for their continued financial support which has now allowed the PC to provide defibs in each of the 3 villages in the Parish. Finally, he wished to express his thanks to the Clerk for all his hard work which made his job much easier.</p> <p><b>Report of the Council Finances</b></p> <p>The Clerk read out the following report:-</p> <p>The works associated with the improvements to Wotter Play Area resulted in considerable financial outlay for the Parish Council so as one would expect, the level of retained funds has decreased from the total reported upon in last year's financial report.</p> <p>However, the bank reconciliation undertaken and signed-off by the Chairman on the 4<sup>th</sup> April 2018 revealed a closing balance of £15,597.94 which is roughly 1.5 times our annual precept. Therefore, the finances of the Parish Council are still in relatively good shape although it is fair to say that any significant improvements or works to be carried out in the future are likely to require additional grant funding in order to maintain this healthy balance.</p> <p>In order to provide funding for the design works for the Wotter traffic calming scheme and improvements to Lee Moor play area, it was necessary to increase the annual precept by 5% to £11,128. With a Council Tax Support Grant of £506 the amount of funding received from SHDC this year is £11,634. Based upon the draft budget there is a shortfall of £1291 which it was felt by Cllrs could be addressed from existing Parish Council funds.</p> <p>The internal audit has now been completed with only 3 relatively</p>	

<p>9/18</p>	<p>minor issues highlighted by the Auditor which have all been addressed by the Parish Council. One of those matters included reference to a set of updated Financial Regulations which have been prepared by the Clerk and are proposed for adoption at the June PC meeting. No issues were raised in respect of the draft paperwork prepared by the Clerk for the Annual Return and all necessary paperwork will be submitted by the Clerk in accordance with the required deadlines.</p> <p>As has been the case over the past few years in view of the financial pressures facing both the County and District Councils, it is highly likely that there will be increased pressure placed upon Parish Councils to deliver more in terms of routine maintenance services (grass cutting etc). Therefore all opportunities to secure extra funding through grant applications will need to be explored.</p> <p><b>Report from the I&amp;DALC</b></p> <p>In respect of a report from I&amp;DALC the Clerk reported that the only issue of note was in relation to the TAP Fund being extended for a further year and how projects would only be supported where Parishes were working together on joint initiatives.</p>	
<p>10/18</p>	<p><b>Report from Shaugh Prior Recreation Hall Management Committee</b></p> <p>As David Compton had been away there was no report (although a report would be forwarded in due course).</p>	
<p>11/18</p>	<p><b>Report from Lee Moor Public Hall Management Committee</b></p> <p>Marilyn Small read out the following report:-</p> <p>It has been another very busy year at the Hall. The catering team continue to provide 3 course lunches on a monthly basis as well as to those who wish food when making a booking. The Hall opens on a Wednesday night for locals and food is available there and as a take-away. Regular users of the Hall are the Dancing Club, Badminton, WI, Shaugh Players Christmas Panto and Shaugh School Production.</p> <p>The Committee has organised fund-raising events which include monthly bingo, skittles, quiz and curry nights, live bands, pig racing and a beetle drive. There are also the community events including Christmas lights switch-on, Fun Day, Halloween Disco, Meet your Mates for ex-Imerys employees and the Christmas Parish lunch for the over-65's.</p> <p>We have funded/delivered the following:</p> <ul style="list-style-type: none"> <li>• Purchased new grass cutter and strimmer</li> <li>• Replaced the lighting in the hall with new LED lighting</li> <li>• Installed a new container outside which is lined and has</li> </ul>	

	<p>heat and light to take chairs and tables from the back rooms.</p> <p>Devonport FC has played their home matches on the field and with the Hall buying some new cutting equipment, the Club has also helped with cutting the grass and marking-out the pitches. Apart from a visible improvement to the pitch, it has saved the Hall money in the long run. Unfortunately, the Club is not able to play this year but they are to continue paying rent and looking after the field in the hope that they can return next year.</p> <p>Our total expenditure last year was £53,417 and our income was £64,950. Our last audited accounts at the 30<sup>th</sup> September 2017 showed a bank balance of £51,103. This allows us to have approximately 2 years running costs in hand to pay essential bills should we have a poor year.</p> <p>In the current year, the upgrading of the three back rooms is to commence shortly, following a grant of £12,000 from the National Grid.</p> <p>Next year it will be 40 years since the Hall was rebuilt following a fire and we are currently discussing how we will celebrate the re-building. One will be an exhibition of local history which is planned for the first week in April.</p> <p>Finally, we would like to thank all our funders, which includes the Parish Council, for their support which enables the Committee to upgrade and run the Hall.</p>	
12/18	<p><b>Report from Parish Tree Warden</b></p> <p>Peter Davies reported that there were 3 incidences where he had been contacted regarding tree matters in the Parish. The first was regarding works to a TPO'ed tree in Wotter where it became clear that the tree in question wasn't actually subject to a TPO. The second was in relation to advice on the memorial tree planted in memory of Stan Finemore. The final matter Peter was involved with was the planting of the new orchard at Shaugh Prior Recreation Hall. He was pleased to report all trees were growing well and it was good to see the children from the Primary School involved with this.</p>	
13/18	<p><b>Matters about which written notice has been given</b></p> <p>The Clerk confirmed that none had been received.</p> <p style="text-align: center;">Meeting closed at 7.25pm</p> <p>Signed:.....Chairman</p> <p>Date: .....</p>	