

MINUTES

of

SHAUGH PRIOR PARISH COUNCIL

Annual General Meeting

Held on

Wednesday 8th May 2019

at

Shaugh Prior Recreation Hall

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

4 Members of the public

Apologies: Cllr Norman

Minute Number		Action
	<p>Minutes of AGM held on Wednesday 2nd May 2018</p> <p>The Clerk referred to the minutes of the AGM held on Wednesday 2nd May 2018 which were circulated to Cllr's prior to the meeting. It was proposed by Cllr Stone and seconded by Cllr Taffurelli 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 Stone and seconded by Cllr Mrs Burkill. Upon the vote this was agreed unanimously and Cllr Wassell was elected as Chairman.</p> <p>For the election of Vice-Chairman, Cllr Stone confirmed that he was willing to stand and this was proposed by Cllr Wassell and seconded by Cllr Taffurelli. Upon voting this was agreed unanimously and Cllr Stone was duly elected as Vice-Chairman.</p> <p>Election of Committee's</p>	

51/19	<p>It was proposed by Cllr Wassell and seconded by Cllr Taffurelli that the following Committees and Cllrs are agreed:</p> <p>HR Sub-Committee Cllr Wassell, Cllr Mrs Burkill and Cllr Stone.</p> <p>Emergency Plan Committee Cllr Wassell, Cllr Stone, Cllr Mrs Burkill. It was highlighted that the Emergency Plan leaflet would need a refresh this year.</p> <p>Play Area Sub-Committee As the works/improvements to both play areas had either been completed or were in the process of being so (Lee Moor) it was agreed that this sub-committee of the Parish Council was no longer necessary and routine works for the play areas could be dealt with under Works and Maintenance agenda item.</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 Mrs Tyler:</p> <p>Imery's Liaison Group Cllr Mrs Tyler, Cllr Taffurelli</p> <p>Wolf Minerals Local Liaison Group Whilst this group is no longer in existence (following the closure of the Tungsten Mine) it was agreed that the Chairman would represent the PC on this group were it ever to become re-established.</p> <p>I&DALC Cllr Taffurelli along with a vacancy.</p> <p>DNPA Cllr Mrs Burkill</p> <p>Newnham Solar Panels Community Interest Company Cllr Mrs Burkill</p> <p>Open Forum</p> <p>Julia Sanders mentioned that the Dartmoor Livestock Protection Society may be in a position to fund the purchase of the new batteries for the speed-detection warning signs that were no longer operational. Cllr Stone confirmed that the sheep livestock motorist warning signs would be going back up in the following week.</p> <p>A resident of Blackalder Terrace reported an issue regarding access being restricted by a neighbour along a rear access lane even though she and her fellow neighbours have confirmed rights of access. The Clerk confirmed that the Parish Council had not been contacted by the gentleman in question who was preventing the said access</p>	
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52/19	<p>along the rear lane and that the best course of action would be to obtain legal advice from South Hams Citizens Advice Bureau.</p> <p>Declarations of Interest</p> <p>None to report.</p>	
53/19	<p>Police Report</p> <p>In the absence of any police report from Tamsyn Dingley (who was due to leave her post shortly) there was nothing further to report.</p>	
54/19	<p>County and District Councillor Reports</p> <p>Cllr Hart mentioned that some re-surfacing of local roads was due to start shortly, with particular attention on some of the worst sections of road including the stretch between Cornwood and Lee Moor as you exit Cornwood village.</p> <p>Information on the County Councils budget will be going out later in the year. Last year the County were part of the pilot scheme where business rates went back to the County Council to support various services (Children Services in particular).</p> <p>With regard to the traffic calming measure outside the Moorland Hotel (which was reported at last month's meeting under Highway Matters), Cllr Hart said he could potentially provide up to £2k for this feature but the PC would be responsible for finding the remaining £3-4k. Cllr Hart did say that there were various grant funding streams available which the PC could apply to for the remaining funding and that he would send details of those through to the Clerk. He also agreed to ask Nick Colton to draw-up a plan.</p> <p>Finally, in response to a question raised by Cllr Mrs Tyler regarding the Tungsten Mine, Cllr Hart confirmed that the likelihood of the mine re-opening was very remote and discussions had now moved onto the use of the Bond for the reinstatement works which will be necessary. These works will be carried out by the former contractors Blackwells.</p> <p>Cllr Mrs Tyler mentioned that contractors were no longer damping-down the large piles of earth resulting in some considerable dust problems. The Clerk agreed to raise this matter with Sue Penaluna of DCC Planning in the first instance (with the likelihood of the EA having to undertake some action).</p> <p>Turning to the District Cllr Report, prior to the newly appointed Cllr Barrie Spencer giving his report, the Chairman wished to express his thanks to Cllr Hitchins who had decided to not seek re-election. These sentiments were echoed by the remainder of the Cllrs.</p> <p>Having only been in position for less than a week, Cllr Spencer had little to report apart from a brief update on the election, confirming that a number of established Cllrs had lost their seats with Brexit being one of the primary reasons. He also mentioned that he has a Facebook</p>	Clerk

55/19	<p>page which is regularly updated. He also mentioned that in order to act upon them he needs to be made aware of any issues occurring within the Parish, with litter problems a particular area of concern.</p> <p>Reference was made by Cllr Spencer to a planning application submitted for the erection of 7 dwellings on land known as Edgebanks. It was highlighted that Bickleigh PC would be commenting upon this application and that details of the development can be seen on the SHDC website. Plans were also able to be viewed in the Bickleigh PC offices.</p> <p>DPNA Report</p> <p>Former Cllr Hitchins gave a brief report on DNPA matters. He had recently met with Julian Glover to discuss the Park's Road Map. He reported that Mr Glover had been reasonably impressed with what actions the Park were taking, with particular focus on fauna and flora. It was also mentioned that the lack of clarity on Brexit was impacting upon funding being provided to the National Park.</p> <p>The results of the local council elections will result in there being many changes and the AGM is now awaited to see who will be appointed (there will definitely be some new faces). This will also include the nomination of Parish Members, the deadlines for nominations for such being the 22nd May 2019.</p> <p>The annual 10 Tors Challenge will be taking place this coming weekend whilst it is the intention of the National Park to extend the Moor Otters Project which was very successful the first time raising £65k which was reinvested back into the Park.</p> <p>Cllr Mrs Burkill made reference to some fly-tipping which had taken place close to Big Pond at Cadover. Bill asked if Cllr Mrs Burkill could take some photos and send them through to him so he can report it to the appropriate people at the National Park.</p>	
56/19	<p>Minutes of the Meeting held on Wednesday 3rd April 2019</p> <p>It was agreed that the Minutes of the meeting held on Wednesday 3rd April 2019 were an accurate record of proceedings and were signed by the Chair.</p>	Cllr Mrs Burkill
57/19	<p>Matters Arising</p>	
8/19(a)	<p>Highway Matters</p> <p>The Clerk agreed to chase Nick Colton for a response on the missing Lee Moor village road sign.</p> <p>The matter of the traffic calming feature on the main road was discussed during Minute Ref 54/19 (see above) so there was nothing further to add from what had already been discussed.</p> <p>The Clerk confirmed that works had taken place on some of the</p>	Clerk

	<p>cattlegrids and works were still outstanding on some of the others. Cllr Wassell mentioned that at the cattle grid at the top of Purps Lane the bolt had been inserted the wrong way around meaning that the gate couldn't be opened properly. There were also concerns relating to the cattle grid at Kneele Gate. The Clerk agreed to report these to Nick Colton.</p> <p>Whilst having spoken to Nick Colton, Cllr Stone was still concerned about the 2-month delay to the drainage works that were discussed with him several months ago and agreed to raise this directly with Nick again as the temporary works undertaken thus far have not really solved the issues.</p> <p>Cllr Wassell raised an issue with damage to the wooden footbridge on the PROW between Ham Pool and Harscombe. He reported that a considerable amount of erosion had taken place making the bridge very dangerous for walkers. The Clerk agreed to report this to DCC PROW Officers.</p>	<p>Clerk</p> <p>Cllr Stone</p> <p>Clerk</p>
<p>8/19(b)</p>	<p>Newnham Solar Fund</p> <p>The Clerk confirmed that he had now requested the first 50% of the £13k grant provided for the Lee Moor Play Area Improvements and was waiting to hear back from Dawn Johnson. Cllrs Mrs Burkill gave a brief update on matters relating to the Community Interest Company. She said that the accounts have to be submitted for Corporation Tax purposes so the decision was taken to use an accountant to do this which has resulted in an additional cost being incurred by the CIC. It is hoped that next year this won't be required. She also mentioned that there was lots of appreciation from Directors for the new flooring provided at Shaugh Prior Recreation Hall.</p>	
<p>8/19(d)</p>	<p>Lee Moor Play Area Improvements</p> <p>The Clerk confirmed that the works are currently taking place and that the new climbing frame looked very good. The works should be complete within the next week or so. He also wished to express thanks of the PC to Cllr Stone's son for transporting the aggregate to the play area as well as Aggregate Industries for supplying the stone base at no cost to the PC.</p> <p>Once the works have been completed it will be necessary to arrange a post-installation inspection for insurance purposes. The Clerk agreed to obtain some quotations for this inspection and report back to the next PC meeting. It was also agreed that a photo-shoot/press release should be arranged in due course in order to promote the funding opportunities provided by the Newnham Solar Fund.</p>	<p>Clerk</p>
<p>8/19(g)</p>	<p>Shaugh Prior Community Fund – Shaugh Prior Hall Application</p> <p>The Clerk confirmed that an application had been received from Shaugh Prior Recreation Hall for a grant of £400 to help with the costs associated with the renewal of lighting in the hall. All necessary</p>	

8/19(h)	<p>paperwork (including financial statements) had been submitted with the application and it was therefore proposed by Cllr Stone and seconded by Cllr Mrs Tyler that the grant application be approved and this was agreed by all.</p> <p>Hemerdon Mine</p> <p>It was agreed that this matter had been discussed under Minute Ref 54/19 (see above). It was suggested that perhaps the monitoring equipment that was installed by Wolf Minerals could be used to assess the severity dust issues?</p>	
8/19(i)	<p>2019 Parish Council Elections</p> <p>As a result of the elections there are now 3 vacancies on the PC that need to be filled by co-option. It was agreed that this would be discussed during Part 2 but notices advertising these posts would need to go out on the PC notice boards and also on the website.</p>	
30/19	<p>Implementation of HR Policies</p> <p>The Clerk confirmed that unfortunately he couldn't use the policies that had been implemented for the Newnham Solar Panels CIC and instead had used templates for such on the SLCC website. Cllr Mrs Burkill confirmed she had reviewed all 3 documents and the only one which required some further minor alterations was the Disciplinary Procedures Policy. It was proposed by Cllr Mrs Tyler and seconded by Cllr Stone that we adopt the Disciplinary Procedures Policy once the Clerk had made the necessary changes.</p> <p>With regard to the Equal Opportunities Policy it was proposed by Cllr Stone and seconded by Cllr Mrs Burkill that this be adopted and this was agreed by all whilst it was proposed by Cllr Stone to adopt the Grievance Policy and this was seconded by Cllr Wassell and also agreed by all Cllrs.</p> <p>The Clerk agreed to upload all documents onto the PC website.</p>	Clerk
58/19	<p>Planning</p> <p>The Clerk stated that no planning applications had been received during the past 4 weeks and at present there was nothing further to report in relation to planning matters.</p>	
59/19	<p>Chairman's Business</p> <p>The new Chair Cllr Wassell had nothing to report although he wanted to thank those Cllrs who had agreed to stand again and those who attended various committees/meetings on behalf of the PC.</p>	
60/19	<p>Reports from Committee's</p> <p>Cllr Taffurelli gave a brief update on a recent meeting of Lee Moor Hall Committee. Unfortunately, as a result of several people leaving their</p>	

61/19	<p>posts there were a number of vacancies on the Hall Committee that they were struggling to fill and it wasn't clear what the future holds for Lee Moor Hall if these vacancies cannot be filled. All Cllrs agreed that this was very concerning to hear and all hoped that enough interest would be generated to ensure these positions are filled.</p> <p>Correspondence</p> <p>During the past month the following correspondence had been received:-</p> <ul style="list-style-type: none"> • Email from DALC outlining the procedures to be followed after the elections. • Letter from DNPA regarding the Dartmoor Way Walking Route. • Minutes of the I&DALC held on the 3rd April 2019. • Email from Natural Devon – Get Involved 2019. • Email update/newsletter from DALC. • Email from DCC – Devon Local Flood Risk Management Strategy Update April 2019/Newsletter. • Email reminder from DALC regarding the 2019 Parish Nominations onto DNPA. • Email from DNPA regarding commenting upon planning applications and the fact that the revised Local Plan for Dartmoor is not yet approved. 	
62/19	<p>Review of Financial Restrictions and Risk Assessment</p> <p>Prior to the meeting the Clerk circulated copies of the updated Financial Restrictions and Risk Assessment for the PC (there is a duty placed upon the PC to review these documents annually). It was proposed by Cllr Taffurelli that the revised documents be adopted and this was seconded by Cllr Stone and agreed by all. The Clerk agreed to upload these revised documents onto the PC website.</p>	Clerk
63/19	<p>Finance</p> <p>The Clerk confirmed that on the 25th April 2019 there was £12,293.50 and this amount included payment of the first half of our annual precept payment from SHDC (£6,298.00). This amount also included the first payment of £11,380.20 for Lee Moor Play Area Improvements.</p> <p>The Clerk mentioned that he had received details of the cost of the renewal of the insurance cover for the forthcoming year. As a result of the inclusion of the new climbing frame at Lee Moor, the renewal cost had increased significantly from £616.57 to £747.64. The Clerk felt this increase was particularly steep and felt a better deal could be obtained if permitted by the PC to obtain further quotations. It was agreed by all Cllrs that a more competitive quotation should be sought from alternative insurance providers.</p>	Clerk
64/19	<p>Payments and Receipts</p>	

65/19	<p>It was agreed to make the following payments:</p> <p>£100.00 cheque to Scott Smy (first Clerks expenses payment) £80.40 cheque to WesternWeb Ltd (annual renewal of webspace) £400.00 cheque to Shaugh Prior Recreation Hall (2019/20 grant payment for lighting improvements) £566.27 cheque to Came and Company (annual insurance renewal)</p> <p>Receipts £6,298.00 BACS payment from SHDC (first Precept payment) £1,000 BACS payment from DCC (Grant payment from Cllr Hart for Lee Moor Play Area Improvements)</p> <p>Works and Maintenance</p> <p>The Clerk mentioned that he had contacted Peter Tanner regarding the repairs to the swings in both of the play areas upon recommendation by SHDC and that he was currently awaiting an estimate from Peter for the works. It was agreed that these works have to be carried out regardless of cost and therefore the Clerk was instructed to ask Peter to proceed with these works once the cost estimate had been received.</p>	
66/19	<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 5th June 2019 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 9.15pm</p> <p>Signed:.....Chairman</p> <p>Date:</p>	