

# MINUTES

of

## SHAUGH PRIOR PARISH COUNCIL

Meeting

Held on

Wednesday 5<sup>th</sup> June 2019

at

Shaugh Prior Recreation Hall

Present: Chairman Cllr Wassell  
Cllr's Norman, Stone, Small, Mrs Tyler and Mrs Burkill  
District Cllr Barrie Spencer

Apologies: County Cllr Hart  
Cllr Taffurelli  
PCSO Diana Summers

3 members of the public in attendance

Minute Number		Action
67/19	<p><b>Open Forum</b></p> <p>Julia Sanders mentioned that there were 2 highway gullies in Wotter village that were full of mud/debris and needed cleaning. The Clerk agreed to raise this with Nick Colton.</p> <p>Julia also mentioned that on the issue of broadband, a planned visit to the Moorland Hotel by BT didn't materialise.</p> <p>It was also highlighted that a foal had been hit by a vehicle during the week and unfortunately the animal had to be dispatched. The Chair mentioned that the batteries for the speed activated warning signs were no longer working and that new batteries were required at a cost of over £800. Unfortunately, Dartmoor Livestock Protection Society would only pay £250 towards the cost of new batteries resulting in a significant shortfall in funding. Cllr Mrs Burkill suggested that the Dartmoor Speed Watch organisation should make a bid for funding to the Newnham Solar Fund to assist in the purchase of new batteries.</p> <p>A resident of Dartmoor Cottages Mr Ian Stephens raised concerns regarding problems with the weekly collection of bins at Dartmoor Cottages. Cllr Barrie Spencer referred to an email he had received</p>	Clerk

	<p>earlier that day from SHDC. It would appear that due to health and safety issues relating to refuse vehicles no longer being able to use the existing service lane that residents would have their wheelie bins replaced with seagull sacks (although they could retain their wheelie bins if they wished in order to store their rubbish during the week). Barrie confirmed that a letter detailing the new arrangements would go out to all residents and that the new arrangements would start on the 17<sup>th</sup> June. Cllr Mrs Tyler and Mr Stephens raised concerns about the use of seagull sacks as an alternative to wheelie bins due to the likelihood of wild livestock being able to get into the bags. It was suggested that a meeting on-site between residents and representatives may be the best way forward if there are issues with the seagull sacks.</p>	
68/19	<p><b>Declarations of Interest</b></p> <p>The Clerk confirmed that none had been received.</p>	
69/19	<p><b>Police Report</b></p> <p>In the absence of PCSO Diana Summers the Clerk read out the report kindly forwarded by Diana prior to the meeting:</p> <p>There had been one just reported crime reported during the past month which was a burglary at Portworthy Dam on the 12/05/19. Whilst damage was caused entering the building, no items were taken. There was 1 item of note which was in relation to a cow being struck by a lorry at Beatland Cross.</p>	
70/19	<p><b>County and District Cllrs Report</b></p> <p>In the absence of County Cllr Hart there was no County Report.</p> <p>Cllr Barrie Spencer mentioned that the District Council Elections had been the major activity during the past month and since being elected he had attended a number of training events. The first full meeting of the District Council took place on the 16<sup>th</sup> May where the start of the meeting was interrupted by a protest relating to the District declaring a climate change emergency. This ended-up being approved without a vote. It was suggested that SHDC should follow the same approach taken by DCC and Teignbridge on this subject and it was agreed that further briefings to Cllrs were necessary. It was also noted that some Parish Councils were also declaring climate emergencies.</p> <p>Some targeted training on planning has been arranged for Cllrs of Bickleigh PC with the invitation extended to include Cllrs at Shaugh Prior and Cornwood. The training will take place at the Woolwell Centre at 7pm on Monday 8<sup>th</sup> July. Cllrs Wassell and Stone confirmed that they would like to attend along with Cllr Mrs Tyler.</p> <p>Barrie also mentioned that Bickleigh PC are also looking at DALC training to be provided on 7<sup>th</sup> August 2019. This training would</p>	

71/19	<p>cover local Councils and their powers, the importance of good practices, roles and responsibilities and communications. Anything else could also be included at request. If Cllrs from other parishes wanted to attend then the costs could be split between them. Again, this event will take place at the Woolwell Centre. Finally, Barrie mentioned that he had met a number of Bickleigh and Cornwood Parish Cllrs and had attended Harford's annual meeting.</p> <p><b>DNPA Report</b></p> <p>Cllr Hitchins said that since the May Elections there had been considerable changes in personnel, with some voluntary retirements and several losses at the ballot box. A number of more experienced Members have left office. The Parish-elected Members still have to wait for confirmation from the SoS before they can take office (hopefully before the AGM on the 14<sup>th</sup> June 2019).</p> <p>The Ten Tors Challenge once again provide to be a great success, with the weather being very good. Lord John Gardiner spent the morning with competitors and parents and was particularly impressed by those involved in the Jubilee Challenge. He also had time to inspect the Mires Project and saw first-hand the effects of bog re-wetting and carbon capture.</p> <p>Members recently debated the merits of possibly repeating the Moor Otters Scheme due to the success of the previous scheme which raised £60k to support various initiatives within the Park. A project group is taking the matter further.</p>	
72/19	<p><b>Minutes of the Annual General Meeting held on the 8<sup>th</sup> May 2019</b></p> <p>Following a slight amendment to the draft minutes raised prior to the meeting by Cllr Mrs Burkill, it was agreed that the amended minutes were an accurate reflection of the May AGM and were duly signed by the Chair.</p>	
73/19	<p><b>Matters Arising</b></p>	
8/19(a)	<p><b>Highway Matters</b></p> <p>The Clerk confirmed Cllr Hart had now provided him with details relating to potential sources of funding for the traffic calming measure on the main road at Wotter and that he would look into this prior to the next PC meeting.</p> <p>Cllr Stone mentioned that the Japanese Knotweed seemed to be coming back at Kneele Gate and this needed looking at. The Clerk agreed to raise this with Nick Colton.</p>	Clerk  Clerk
8/19(b)	<p><b>Newnham Solar Fund</b></p> <p>The first half of the grant payment of £13,000 allocated by the</p>	

8/19(d)	<p>Newnham Solar Fund (£6,500) for the Lee Moor Play Area Improvements has been received by the PC and the Clerk confirmed that he would be requesting the second and final payment in the coming days. A photo shoot for the Plympton, Plymstock and Ivybridge News has been arranged for the 10<sup>th</sup> June 2019 at 3.30pm. It is hoped that this article will help in terms of getting the message out to people on the benefits of the Newnham Solar Fund.</p> <p>Cllr Mrs Burkill mentioned that the next meeting of the CIC was due to take place in August and the deadline for new applications was 2 weeks prior to that meeting. She also mentioned that the CIC was now looking for a new administrator due to Dawn Johnson having confirmed that she wanted to leave her post.</p> <p>(If anyone is interested in this post which involves around 10 hours work per month then please inform the Clerk – <a href="mailto:scott.smy@shaughpriorparish.gov.uk">scott.smy@shaughpriorparish.gov.uk</a>).</p> <p><b>Lee Moor Play Area Improvements</b></p> <p>The works to install the new pieces of play equipment have now completed by Rhino Play and it appears to be very popular with the children in the village. The second and final invoice has now been received and a cheque for this payment is due to be raised this evening.</p> <p>The Clerk confirmed that he was still chasing DTGS Ltd with regard to the post-installation inspection and hoped to have this sorted prior to the next PC meeting.</p>	Clerk
8/19(g)	<p><b>Shaugh Prior Community Fund</b></p> <p>The Clerk reported that no applications had been received during the past month.</p>	
8/19(h)	<p><b>Hemerdon Mine</b></p> <p>With recent wet weather no further dust issues had been experienced by residents although it was accepted this is only likely to be a short-term respite until the weather warms-up. The Bond of £14m will be used for restoration works but there is currently no update on when these works will commence. Cllr Mrs Burkill asked if the existing monitoring equipment put in by Wolf could be used to monitor air quality due to concerns with how dust particles could have long-term health implications? The Clerk agreed to raise this with Sue Penaluna at DCC.</p>	Clerk
8/19(i)	<p><b>2019 Parish Council Elections</b></p> <p>The Clerk mentioned that the PC had received one application for one of the 3 current vacant Cllr positions on the PC from Mr Bill Hitchins on the basis the PC was able to co-opt onto the PC. It was proposed by Cllr Norman and seconded by Cllr Stone that the application from Mr Hitchins be accepted and this was supported by all Cllrs at the vote. Mr Hitchins was duly elected onto the PC as a Cllr and completed his Acceptance of Office forms.</p>	

74/19	<p><b>Planning</b></p> <p>An application for a single storey side extension at the property Lee Wood at Wotter (app no 1062/19/HHO) had been received by the PC. It was agreed that the Chair along with Cllrs Hitchins and Cllr Mrs Burkill would carry out a site visit on Friday 7<sup>th</sup> June and report back to the Clerk. The Clerk also referred to the receipt of an update on planning enforcement cases in the Parish.</p>	
75/19	<p><b>Chairman's Business</b></p> <p>The Chair had nothing to raise.</p>	
76/19	<p><b>Reports from Committees</b></p> <p>Cllr Mrs Burkill mentioned that she wouldn't be able to attend the next DNPA Forum meeting taking place on 10<sup>th</sup> July at 2pm. Cllr Norman kindly agreed to attend on behalf of the PC in Cllr Mrs Burkill's absence.</p> <p>Following the AGM Cllr Mrs Burkill mentioned that she and Cllr Stone needed to arrange a meeting to discuss the updating of the Emergency Plan as it was now several years out of date. It was hoped that any new Cllrs co-opted onto the PC would assist with the Emergency Plan.</p> <p>Finally, Cllrs Mrs Burkill confirmed that the HR Sub-Committee would be meeting on Tuesday 25<sup>th</sup> June 2019 to conduct the Clerk's annual appraisal.</p>	<p>Cllr Norman</p> <p>Cllrs Mrs Burkill/Stone</p>
77/19	<p><b>Correspondence</b></p> <p>During the past month, the following correspondence has been received by the Clerk: -</p> <ul style="list-style-type: none"> <li>• Email invitation to the Community Safety Partnership Forum Event on the 20<sup>th</sup> June 2019 at Rattery.</li> <li>• Email and poster for the AGM of the Four Rivers Dementia Alliance taking place on Tuesday 11<sup>th</sup> June at Ivybridge Rugby Club.</li> <li>• Email newsletter from DALC.</li> <li>• Email from Barrie Spencer confirming Peter Smerdon is the new DNPA Member.</li> <li>• Email from SHD regarding banking details and paying invoices by cheques.</li> <li>• Email from DALC regarding Election to the County Committee for 2019-2023.</li> </ul>	
78/19	<p><b>Annual Return – Annual Governance Statement 2018-19</b></p> <p>Following a review of the various questions raised in Part 1 of the Annual Return it was agreed that the Annual Governance Statement be signed by the Chair and minuted.</p>	

79/19	<p><b>Annual Return – Approval of Accounting Statements for 2018-19</b></p> <p>The Clerk produced the Bank Reconciliation and Explanation of Variations for the Annual Return. Following a review of these documents by Cllrs it was agreed that Part 2 of the Annual Return be signed by the Chair and minuted.</p>	
80/19	<p><b>Annual Return – Certificate for Exemption 2018-19</b></p> <p>The Clerk confirmed to Cllrs that as neither the income or expenditure of the PC had exceeded the sum of £25k during the previous financial year, the PC could classify itself as exempt from the limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. Therefore, the Chair duly signed the Certificate of Exemption which would then be published on the PC website and a copy emailed to the external auditor PKF Littlejohn LLP.</p>	
81/19	<p><b>Finance</b></p> <p>The Clerk confirmed on the 27<sup>th</sup> May 2019 there was the sum of £18,225.09 in the Treasurers Account and this included the first grant payment of £6,500 from the Newnham Solar Fund. He also confirmed that the new insurance policy had resulted in a considerable financial saving to the Authority when compared to the quotation received from the current provider.</p>	
82/19	<p><b>Payments and Receipts</b></p> <p>It was agreed to make the following payments: -</p> <p><u>Payments</u> £11,056.20 cheque to Rhino Play (final payment for Lee Moor Play Area Improvements)</p> <p><u>Receipts</u> £6,500.0 cheque from Newnham Solar Fund (first part of grant payment for Lee Moor Play Area Improvements)</p>	
83/19	<p><b>Works and Maintenance</b></p> <p>Cllr Mrs Tyler wished to express her thanks to Cllr Taffurelli for his hard work in the re-painting of the BT phone box in the village which now operates as a library. This view was shared by all Cllrs.</p> <p>Cllr Taffurelli confirmed he had spoken to both former Cllrs Small and Mclver and both were appreciative of the idea of having a bench bearing their names in the play area at Lee Moor. The Clerk agreed to obtain some quotations for a plastic bench at the next PC meeting. Cllr Hitchins provided the Clerk with details of a firm he had used previously which indicated costs were in the region of £300.</p>	Clerk

<p>84/19</p>	<p>The Clerk reported that the works to the swings were still in progress and were hoped to be finished within the next few weeks.</p> <p>Finally, Cllr Mrs Burkill highlighted an issue with the defib cabinet at Shaugh Prior Hall constantly beeping. However, since moving the notice attached to the front of it, the beeping has stopped and therefore it could have been that the notice was interfering with the keypad.</p> <p><b>Date and Place of Next Parish Council Meeting</b></p> <p>The next Parish Council Meeting will take place on Wednesday 3<sup>rd</sup> July 2019 at Shaugh Prior Recreation Hall starting at 7.30pm.</p> <p>The meeting closed at 9.05 pm.</p> <p>Signed:.....Chairman</p> <p>Date: .....</p>	
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