

**MINUTES**  
of  
**SHAUGH PRIOR PARISH COUNCIL**  
**On-Line Zoom Meeting**  
Held on  
**Wednesday 1<sup>st</sup> July 2020**

Present: Chairman Cllr Wassell  
Cllrs Friendship, Hitchins, Stone, Mrs Burkill and Mrs Tyler

District Cllr Spencer, Cllr Smerdon

Apologies: County Cllr Hart, District Cllr Spencer, Cllr Taffurelli, Cllr Norman

1 other member of the public in attendance (on-line)

Minute Number		Action
65/20	<p><b>Open Forum</b></p> <p>Following receipt of several queries relating to PROW, The Clerk confirmed that he had forwarded these to DCC and was currently awaiting a response. In particular concerns had been raised with the Clerk regarding the footpath which runs along the old stream bed from Shaugh Prior down to Hollowgreep along with an issue at Shaugh Bridge.</p> <p>Several Cllrs referred to potential changes proposed to the pipe track in order to allow this route to also be used by cyclists. It was suggested that the width of the track was not really sufficient to allow dual use by both cyclists and walkers. Cllr Mrs Burkill agreed to get clarification on this matter from the National Trust Wardens.</p> <p>Julia Sanders asked for an update on the opening of the play areas. The Clerk mentioned that grass cutting of the play areas had been instructed and that he would be erecting notices at each of the play areas shortly highlighting the measures to take in respect of Covid-19 now the inspections had been undertaken by SHDC. Julia also mentioned that the mobile library service would be resuming on the 13<sup>th</sup> July and this information (along with the opening of the play areas) would be included on the PC website.</p>	Cllr Mrs Burkill
66/20	<b>Declarations of Interest</b>	Mrs

67/20	<p>Cllr Hitchins highlighted his on-going declaration regarding Minute 72/20 (Planning) and in particular any discussion on the Woolwell application. It was agreed that Cllr Hitchins would take no part in any discussion on this matter.</p> <p><b>Police Report</b></p> <p>There was no update from the Police. It was noted that there was a potential abandoned car at Beatland Cross.</p>	
68/20	<p><b>County and District Cllrs Report</b></p> <p>In Cllr Hart's absence the Clerk read out his report which he had kindly provided:</p> <p>The number of people with Coronavirus has continue to reduce in the County and the County is now looking towards Recovery and the Government's decision to open up the Tourist trade is going to be a very important step towards this. Tourism accounts for about £2billion income to the County and directly employs some 85,000 people. I said last month that Devon was asked to be a Beacon Council on the Track, Trace and Contain the Covid-19 virus. We will be going public tomorrow on how we will be operating this program in order to re-assure the residents of Devon that the County will be able to work with the increased holiday population coming into the County.</p> <p>The large increase of day visitors over the last few weeks has NOT produced any spike in Covid-19 cases. The cases in Devon continue to reduce. Last week with a population of some 800,000 residents there were only 7 new cases.</p> <p>Between Covid-19, working with the Devon MPs, the 8 District councils, the 3 Local Enterprise Partnerships covering the Great South West and many other issues coming up on a daily basis, I have not been able to attend your meetings for a few months so please accept my apologies for that. If there is anything I can help you with then please let me know.</p> <p>In relation to District Council matters, Cllr Spencer provided the following report:</p> <p>This is my first District Councillors report for a while so there is much to update you on, but I will concentrate on only the major items to try to keep the report manageable.</p> <p><b>Covid 19</b></p> <p>SHDC set up various cluster groups in the District that were designed to help Parish &amp; District Councillors deal with the many faceted effects of Covid 19. They acted as a co-ordinator of information and resources and, I think, where used by Cornwood on a number of occasions to help provide local support. These groups were manned by SHDC staff who were taken from their normal duties and asked to act in the support role.</p>	

	<p>The Cluster groups provided a website detailing support groups in each Parish, helped to organise the collection of prescriptions, shopping, walking dogs for those who could not venture out, provide emergency food through foodbanks, created local support action groups, launched and manned a community support line fielding over 345 calls. The Cluster also helped support businesses through the maze of grants and loans available.</p> <p>The groups are now being scaled back with staff slowly returning to their normal duties, but the Council will be continuing to play a key role, alongside, partners, responding to the short, medium- and long-term impacts of the pandemic.</p> <p><b>The Legacy of Covid 19</b></p> <p>SHDC has played a vital role in responding to the global pandemic by continuing to deliver its core services whilst realigning its staff and resources to respond to the ever-changing needs of the community and of Government initiatives. But it has to be said that the Council's finances have been adversely impacted for a number of reasons with a loss of its own income being a significant factor. The scale of the impact cannot be assessed at this stage and will be dependent upon a number of factors including clarity on timescales for recovery and future Government support. The time has come to start to plan for the recovery and develop an approach that will help us all move forward.</p> <p>The legacy of Covid 19, however you look at it is serious. The Council was already under pressure with a predicted budget gap of around £0.57m for 2020/21 and a cumulative budget gap of £3.2m over the five-year period to 2025/25. This is set against a net annual budget of £9.4m for 20/21 alone.</p> <p>Covid has put extra costs on services that support the most vulnerable and, in particular the homeless. Additional funding is urgently needed to help the council through the crisis and the Council is hoping that this will come from central Government.</p> <p>Prudent financial management in the past has meant that the Council was in a relatively healthy position before the pandemic hit. The Council has welcomed the £900,000 received so far from Government but the estimated reduction in income and increased expenditure could mean that we are on the wrong side of £6m. The Council continues to lobby Government.</p> <p><b>Recovery Plan</b></p> <p>The Council is now drafting its Recovery &amp; Renewal Plan which was first discussed in detail at the Executive meeting on 04 June. There are a series of Member briefings starting on 09 July and we will learn more as time progresses. This plan is vital to the Council's forward planning and I will let you know more as things develop.</p> <p><b>Fly Tipping</b></p> <p>This has always been of concern but there seems to have been a huge upsurge in fly tipping in the area including commercial refrigerators, cars, car seats, carpets, domestic debris and all sorts. South Hams are doing what they can but there is a backlog</p>	
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	<p>and a limited number of sources that the Council can use to remove the offending material. They continue to monitor the position and hopefully will continue to make progress as more sources open up.</p> <p><b>Play Areas</b> SHDC staff are busy inspecting children's play areas with the hope that they should all be available to open in time for the 04 July deadline.</p> <p><b>Barwood Development</b> As much as we might have wished it had gone away, Barwood is still around and both Nicky and myself have been holding regular monthly Zoom meetings with both the planning officer and the Urban Fringe co-ordinator. Unfortunately, Barwood are still intent in their actions and this is still progressing slowly. Additional reports and further studies are being sought and there could be a further consultation in the autumn which would offer greater insight into their current thinking. I would encourage you to maintain the pressure on the developers; nowhere in my script does it say that we should make life easy for them.</p> <p><b>SHDC Meetings</b> These meeting continue to be held using Skype rather than face to face and are likely to be conducted in this way for some time. Members of the public are invited to attend and details of all meetings are provided on the SHDC website under the 'Your Council &gt; Committees' tabs.</p> <p><b>Report It</b> Can I remind residents that if you have issues relating to dog fouling, noise nuisance, missed bin collections, pot holes etc you can report it direct to SHDC direct through their 'Report It' facility on their website. You can report things as they occur without waiting for the next Parish Council meeting. Similarly, Parish Councillors can do this on behalf of residents by using the same portal.</p>	
69/20	<p><b>DNPA Report</b></p> <p>In the absence of Cllr Peter Smerdon there was no report.</p>	
70/20	<p><b>Minutes of the Meeting held on Wednesday the 3<sup>rd</sup> June 2020</b></p> <p>All Cllrs at the meeting confirmed receipt of the minutes and it was proposed by Cllr Stone and seconded by Cllr Mrs Burkill that the draft minutes be accepted which was agreed by all.</p>	
71/20	<p><b>Matters Arising</b></p>	
8/20(a)	<p><b>Highway Matters</b></p>	

	<p>The Clerk confirmed that all previous highway matters had now been raised with Nick Colton of DCC Highways. With regard to the issue of the blocked drainage ditch at Wotter (raised by Cllr Stone), Nick Colton responded by stating that as this ditch was on private land it was an issue for the landowner to address. Cllr Stone suggested that this matter should be escalated to Cllr Hart as DCC Highways had cleared the ditch previously.</p> <p>With regard to the blocked gullies close to Hartstone Farm, this issue has also been raised with DCC Highways and a more comprehensive drainage scheme is proposed for this location. However due to budgets this isn't going to occur until the next financial year (2021-22) as this year's allocation has already been spent. Nick Colton also confirmed that the blocked gullies in Wotter will be cleaned shortly as part of the rolling 3-year maintenance programme.</p> <p>Cllr Mrs Tyler asked if there was any possibility of the white centre line markings on the main road being re-painted? The Clerk agreed to raise this.</p> <p>Cllr Mrs Burkill mentioned that there seemed to be lots of issues for DCC Highways to address yet there were no clear timeframes for the completion of such works and therefore it was important for the PC to keep pushing DCC Highways to resolve these matters. This was agreed by all and noted by the Clerk.</p> <p>The provision of double yellow lines at Shaugh Bridge was also discussed. However, the Clerk highlighted the fact that there was unlikely to be agreement from DCC Highways for the introduction of such as there would be an associated cost regarding the lines, signs and TRO needed. Furthermore, they were unlikely to be enforced although it was noted that the cones that were currently in place were doing a good job in deterring on road parking.</p>	Clerk  Clerk
8/20(b)	<p><b>Newnham Solar Fund</b></p> <p>Cllr Mrs Burkill mentioned that no meeting of the group had taken place since the last PC meeting. She confirmed that the group had agreed to make a donation to the Ivybridge Food Bank which, whilst outside of the geographical area of covered by the fund, was a facility which could be utilised by persons living within these parishes. It was also highlighted that there was no meeting planned for the immediate future although Cllr Mrs Burkill agreed to raise the possibility of a grant from the solar fund towards the construction of the new bus shelter at Wotter.</p>	Cllr Burkill Mrs
8/20(c)	<p><b>Shaugh Prior Community Fund</b></p> <p>The Clerk confirmed that no applications had been received during the past month.</p>	
60/20	<p><b>Parish Emergency Plan</b></p> <p>The Clerk confirmed that he had circulated a template used by SHDC for Parish Emergency Plans to Cllrs Mrs Burkill, Wassell and Stone. It was noted that the template was much more detailed than the current Emergency Plan for the Parish and it was</p>	

72/20	<p>probably a case of picking the relevant bits out of the more template and applying them to our own EP as not all of the sections would be relevant. In order to move this, forward it was agreed that a separate Zoom meeting would be arranged between the Clerk and the Cllrs involved along with Julia Sanders. It was suggested that any potential list of contacts should be included on the PC website.</p> <p><b>Planning – Woolwell Planning Application</b></p> <p>The latest blog from developers of the Woolwell planning application was circulated to Cllrs prior to the meeting. Concerns were raised by Cllr Mrs Burkill over the assumptions made by the developer that the reduction in traffic movements on the A386 as a result of Covid-19 (increased home working etc) is something that would become the 'norm' (therefore allowing the development traffic to be accommodated on the local network). It was agreed that it was still too early to say what the long-standing impact of Covid-19 will be on traffic movements. Sean Leake kindly provided a response to this latest blog which was also circulated to Cllrs.</p> <p>The Clerk referred to the submission of a planning application for an agricultural building and grain store at Little Pethill at Browney Cross (app no 1226/20/FUL). Following a visit by several Cllrs it was agreed to recommend in support of the application.</p> <p>A further application seeking Listed Building Consent for new windows and rooflights at Glebe House, Shaugh Prior had also been received by the PC for comment. The Clerk confirmed that after discussing the proposals with the Chair it was agreed to recommend in support of the proposals (which were considered to be an improvement on the existing).</p>	Clerk
73/20	<p><b>Chairman's Business</b></p> <p>The Chairman had nothing new to raise.</p>	
74/20	<p><b>Correspondence</b></p> <p>Whilst much of the correspondence received during the past month was in relation to advice/guidance relating to Covid-19 (which had been forwarded to Cllrs in any case), the Clerk made specific reference to the following:</p> <ul style="list-style-type: none"> <li>• Consultation from NALC on the New Model Code of Conduct.</li> <li>• Letter received from Ted Burnell MBE thanking the PC and the support volunteers for all of the help and assistance provided through the Corona Virus Support Group.</li> </ul>	
75/20	<p><b>Corona Virus Support Group</b></p> <p>With many Covid-19 restrictions being lifted, it was agreed by Cllrs that the time had come to wind-up the Corona Virus Support</p>	

76/20	<p>Group and this would take place at the end of July. Julia Sanders confirmed that she had spoken to all of the coordinators and all were happy to continue if shielding requires the continuation of such or if we were to go back into lockdown and that she would circulate the message that the group was being wound-up.</p> <p>All Cllrs wished to thank Julia and the other coordinators for all of their hard work during the past 5 months and it was agreed that flowers should be purchased for those coordinators who had worked tirelessly over the past few months delivering subscriptions, shopping etc.</p> <p><b>Finance</b></p> <p>The Clerk confirmed on the 25<sup>th</sup> June 2020 there was the sum of £14,304.53 in the Treasurers Account and in general the state of the PC's finances are in good shape.</p>	
77/20	<p><b>Payments and Receipts</b></p> <p>It was agreed to make the following payments: -</p> <p><u>Payments</u>  £31.46 cheque to Scott Smy (reimbursement of annual interne security for PC laptop).  £816.60 cheque to Scott Smy (3 months Clerks wages)  £204.00 cheque to HMRC (PAYE for 3 months Clerks wages)  £114.00 cheque to Andrew Deptford (purchase of replacement defib battery and pads)  £14.39 cheque to Scott Smy (reimbursement for 1-month subscription to Zoom)  £20.00 cheque to Tracy Callaghan (Corona Virus Support Group mileage expenses)  £30.00 cheque to Viv Chater (Corona Virus Support Group mileage expenses)  £36.00 cheque to WesternWeb Ltd (renewal of web access for emails)  £40.26 cheque to Scott Smy (reimbursement of postage, signs and stationery).</p> <p><u>Receipts</u>  None</p>	
78/20	<p><b>Works and Maintenance – Wotter Bus Shelter and Shaugh Prior Defib Cabinet</b></p> <p>With regard to Wotter Bus Shelter replacement the Clerk confirmed that quotations had been received from Mick McGrath and Feature Force builders. These quotations were based on both a pitched and a full hip roof option. On the basis of the sums involved in the full hip roof option, this would only be acceptable financially if funding could be secured for such from the Newnham Solar Fund (along with a grant of £1,700 from Cllr Hart). Cllr Mrs Burkill confirmed she would raise this with Katie Reville (the</p>	<p>Cllr Burkill</p> <p>Mrs</p>

<p>79/20</p>	<p>administrator of the Newnham Solar Fund) and report back to the Clerk. This would determine which option we would go for. It was proposed by Cllr Mrs Burkill and seconded by Cllr Friendship that the final decision on the bus shelter be delegated to the Chair and Clerk (as there is no PC meeting in August). This was agreed by all. It was also highlighted that the shelter would be needed as quickly as possible with children returning to school in September etc.</p> <p>The Clerk confirmed that the new keypad on the defib at Shaugh Prior hall had been installed by Ryan Best and it was now all working as it should be whilst the replacement pads and batteries for the defib at Lee Moor had been ordered and installed.</p> <p>Cllr Mrs Burkill raised some concerns regarding the recent relocation of the existing defib at Wotter Surgery. Despite having suggested to the developer of the former Methodist Church that the defib should be relocated to the existing BT box in the village, the developer decided to move the defib in any case onto the front wall of the surgery near the new entrance (having not sought the views of the PC prior to undertaking these works). Whilst Cllr Mrs Burkill did discuss this with the developer of the Methodist Church direct, Cllrs came to the view that it was probably best for the defib to stay where it currently is in view of the fact that the access path to the surgery will remain open and would not be locked at any time.</p> <p>However, it was suggested that some consideration be given to providing some defib signing to direct people to the location of it. This would also apply to the defibs in Shaugh Prior and in Lee Moor. The Clerk agreed to look into this report back in the Sept PC meeting.</p> <p><b>Date of Next Parish Council Meeting</b></p> <p>The next Parish Council Meeting will take place on Wednesday 2<sup>nd</sup> September 2020 starting at 7.30pm. This will again be an on-line meeting using Zoom. Dial-in details will be sent out prior to the meeting.</p> <p style="text-align: center;">The meeting closed at 9.05pm.</p> <p>Signed:.....Chairman</p> <p>Date: .....</p>	<p>Clerk</p>
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