

MINUTES
of
SHAUGH PRIOR PARISH COUNCIL
On-Line Zoom Meeting
Held on
Wednesday 2nd December 2020

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

District Cllr Spencer

Apologies: County Cllr Hart

2 members of the public in attendance (on-line)

Minute Number		Action
126/20	<p>Open Forum</p> <p>Julia Sanders mentioned that the issues with the cattlegrid on Lee Moor Road had been reported to DCC Highways and some temporary works had been carried out to rectify the problem. Cllr Mrs Burkill mentioned concerns that had been raised with her regarding groundworks taking place at the White Thorn Inn. Whilst it looked as though no planning breaches had taken place as a result of the works, the Clerk confirmed that he had submitted an enquiry to DNPA and was waiting to hear back from them. The Clerk referred to an email he had received from a resident at Lee Moor regarding on-going issues with Oakleys Coaches regarding noise (buses being started up early in the mornings) and air quality issues (due to engines being left running). It was agreed by Cllrs that the Clerk should send a letter to Oakleys Coaches on behalf of the PC highlighting these issues.</p> <p>Local resident Mr Tim Thomas presented a series of questions to the Parish Council relating to matters including the maintenance of the drainage ditches which had recently been cleared, election of Cllrs to the PC and associated procedures and issues regarding payments and awarding of contracts for the works associated with the replacement of the bus shelter at Wotter. Whilst the Clerk tried to respond to many of the questions, it was agreed that the PC would have to carry out further investigations in order to respond to</p>	Clerk

	all of Mr Thomas' questions and agreed to come back to him once they had all of the information required.	Clerk
127/20	<p>Declarations of Interest</p> <p>Cllr Hitchins highlighted his on-going declaration regarding Minute 133/20 (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>	
128/20	<p>Police Report</p> <p>The Chair and Clerk made reference to a recent Zoom meeting with Sgt Ryan Canning which all agreed had been very productive. A number of the issues raised by the Chair at the meeting (such as HGV's speeding through the Parish) had already been addressed by Sgt Canning by him visiting the various operators in the area and asking them to remind their hauliers/contractors that they should be abiding by the speed limits. Sgt Canning also mentioned that he planned to tackle the on-going problem of bikers using the Moors, particularly at weekends amongst other things. Cllr Taffurelli wished to go on record to express his thanks to Sgt Canning and this was echoed by the remainder of the PC.</p>	
129/20	<p>County and District Cllrs Report</p> <p>Whilst he was not able to attend the meeting, Cllr John Hart provided a brief report which was read out by the Clerk which made reference to the County discussing the annual budget for the forthcoming financial year and how the priority is looking after the young, old and vulnerable. A plan for helping families in respect of free school meals will be announced shortly. The report also referred to Devon being moved into Tier 2 following the latest lockdown and how more support was required for our hospitality sector.</p> <p>With regard to District Council matters, Cllr Barrie Spencer provided an update to the meeting. In relation to Covid-19 he referred to Devon being moved into Tier 2 and how this has had a major impact upon the hospitality industry. Staff continue to work from home and two new Covid-19 compliance officers have been appointed to help businesses in relation to becoming Covid safe and where necessary, take enforcement action.</p> <p>The District Council have and continue to receive complaints from residents regarding missed bin collections. SHDC staff are working hard to try and resolve the issues with the third-party contractor FCC. Issues have been complicated by some staff coming down with Covid and having to self-isolate.</p> <p>The Woolwell planning application continues to move forwards albeit very slowly. Cllr Spencer and Cllr Hopwood continue to have monthly meetings with officers from SHDC and DCC are further reports are being sought which will necessitate further public consultation. It's not currently clear when this will occur.</p>	

	<p>The council's working group on Climate Change to continue to meet remotely and a report is due to be presented shortly. With regard to the roll-out of superfast broadband, Cllr Spencer has been trying hard to arrange a meeting with BT Openreach but to date has had no response. Roll out of Q1 is now expected in 2021. A new grant for businesses (Additional Restrictions Grant) has just been launched for is for those who did not qualify for the original Local Restrictions Support Grant.</p> <p>A recent meeting of the Hemerdon Mine Liaison Group was attended with Tungsten West hoping to re-start production in Q1 of 2022. However, there is a considerable amount of work for them to do between now and then although reports would seem to suggest that the mine is viable. The next meeting is due to take place in Feb 2021.</p> <p>SHDC are looking at ways in which Locality Officers interact with their local communities alongside the introduction of new IT systems in order to improve the efficiency of the operation of the Council. Improvements in community consultation and engagement are also planned.</p> <p>Finally, Cllr Spencer mentioned the sad news of the passing of Ivybridge District Cllr David May after a lengthy period of illness.</p>	
130/20	<p>DNPA Report</p> <p>In Cllr Smerdon's absence there was no DNPA Report.</p>	
131/20	<p>Minutes of the Meeting held on Wednesday the 4th November 2020</p> <p>All Cllrs at the meeting confirmed receipt of the minutes of the November meeting and it was proposed by Cllr Mrs Burkill and seconded by Cllr Taffurelli that the draft minutes be accepted which was agreed by all.</p>	
132/20	<p>Matters Arising</p>	
8/20(a)	<p>Highway Matters</p> <p>The Clerk mentioned he had spoken to Peter Guy DCC PROW Officer regarding the issues with the condition of the bridleway between Lee Moor and Wotter and hoped to have an update for the Feb PC meeting. Land ownership issues had now been resolved and it was hoped a plan of improvements could now be agreed.</p> <p>It was highlighted that the works associated with the clearance of the highway drainage ditches in Shaugh Prior had been completed and that the PC were now awaiting DCC to complete the permanent works planned.</p> <p>Cllr Mrs Burkill confirmed that the sign that had gone down on the road to Cadover which had already been reported to DCC Highways was still down. The Clerk agreed to raise this again with DCC.</p> <p>Cllr Taffurelli confirmed that the new operators of Hemerdon Mine had agreed to clear-out the blocked cattlegrid on Galva Road that</p>	Clerk

	<p>had been reported at the last PC meeting. With regards to the works to the cattlegrid close to the Bowling Green in order to address conflicts between vehicles and livestock, Cllr Stone had met out on-site with the farmer whose livestock was involved with the near-misses and had agreed a programme of potential works which involved the provision of 40m of stock-proof fencing. Cllr Stone confirmed that the Commoners could deliver this project but they would be looking for grants from the PC as well as other areas. Finally, the Clerk referred to receipt of a letter from a local resident regarding the possibility of planting some trees outside 2 Old Chapel Lane, Lee Moor. A wider debate then took place between Cllrs where it was agreed that it would be useful to know who, in the Parish, may be willing to consider trees being planted on their land? It was agreed that Cllr Pearce would draft a questionnaire that could go in the Parish Magazine relating to such. It was suggested that a wider scheme of tree planting could be something that the Climate Change Community Action Group could lead upon.</p>	Cllr Pearce
8/20(b)	<p>Newnham Solar Fund</p> <p>Cllr Mrs Burkill confirmed that no meeting had taken place since the last PC meeting. In relation to potential tree planting (see above) it was suggested that a grant application for funding could be submitted to the Newnham Solar Fund for such purposes. It was agreed that Cllr Mrs Tyler would speak to Sean Leake with a view to submitting an application for such along with assistance from Cllr Pearce.</p>	Cllr Mrs Tyler/Pearce
8/20(c)	<p>Shaugh Prior Community Fund</p> <p>In view of the over 65's in the Parish being presented with a free Xmas lunch, it was suggested that perhaps the Community Fund could purchase an Xmas selection box for each of the children at Shaugh Primary School? Cllr Mrs Burkill confirmed that there was a total of 32 children at the primary school and Cornwood PC were looking to do something similar for the children that attend Cornwood Primary School (which also includes children living in Shaugh Prior). It was proposed by Cllr Mrs Tyler and seconded by Cllr Taffurelli that the PC goes ahead with the purchase of a selection box for each of the children at Shaugh Primary School up to a maximum value of £5 per child (although in reality the actual costs would be closer to £3 per child). Cllr Pearce kindly agreed to purchase and deliver the selection boxes on behalf of the PC.</p>	Cllr Pearce
8/20(d)	<p>2019 Parish Council Elections</p> <p>The Clerk expressed his apologies to Cllrs as he had incorrectly informed them prior to the meeting that they were able to vote on a new Cllr application that had been received. This was not correct and as a result of the sad passing of Malcolm, the new vacancy needs to be formally advertised by the posting of notices. The Clerk confirmed that he had received the draft notices from the</p>	

95/20	<p>Elections Office at SHDC and it was agreed to erect them on the PC notice boards after Xmas on Monday 4th January 2021 (proposed by Cllr Taffurelli and seconded by Cllr Stone) where they will remain for a minimum of 14 days. SHDC will then confirm to the PC whether or not an election will take place in May 2021 or if the PC can co-opt.</p> <p>Wotter Defib Relocation and Signage/Lighting</p> <p>The Clerk mentioned that he was still to hear back from the Beacon Medical Group in respect of erecting a security light on the external wall for the surgery for the defib. Once such confirmation has been received then arrangements will be put in place to erect a light here and at Lee Moor Hall for that defib.</p> <p>Cllr Taffurelli confirmed that he was still in the process of submitting grant applications and securing external funding to cover the cost of the fees associated with the re-connection of power to the former BT box in Wotter (which would then allow the defib to be relocated here from the surgery, negating the need for the external security light). Cllr Taffurelli confirmed that so far he had raised a total of £1,400 and that more funding was due to be received. It was proposed by Cllr Stone and seconded by Cllr Mrs Burkill that the PC should proceed with the works to reconnect the electricity to the BT phone box and this was agreed by all Cllrs but on the basis that the majority of the works can be funded from outside PC funds.</p> <p>With regard to access to the defib cabinet at Lee Moor, it was suggested by Cllr Taffurelli (following a visit by Ryan Best) that a faulty keypad could be causing the issues and it was therefore suggested that a replacement be purchased.</p>	
120/20	<p>Over 65's Xmas Lunch</p> <p>It was highlighted that arrangements for the Xmas Lunch being prepared by the Moorland Hotel and delivered to the over 65's on the 17th December was going well, with 124 currently on the list. A huge grant of thanks was made by the Chair to all those involved in this event, particularly Rosemary and Patty at the Moorland, Julia Sanders and to all the volunteer drivers.</p>	
133/20	<p>Planning – Woolwell Planning Application</p> <p>As highlighted during the District Cllrs Report there were no real updates in respect of the Woolwell planning application.</p> <p>The Clerk mentioned that two applications had been received, both from DNPA and related to properties in Shaugh Prior. The first application was in relation to an underground garage and home studio above at 2 Old White Thorn Cottage (app no 0554/20). It was agreed by Cllrs to conduct a site visit involving Cllrs Wassell, Hitchins, Stone and Taffurelli. The Chair agreed to report back to the Clerk with their views.</p> <p>A second application submitted was for the erection of a timber garden house/cabin at Hunters Moon (app no 0564/20). Cllr Mrs</p>	

134/20	<p>Burkill confirmed she would be unable to comment on this application as she had provided advice to the applicants in relation to planning procedures. It was agreed that Cllrs Wassell, Hitchins and Taffurelli would conduct a socially distanced site visit. It was agreed that the Clerk would send the details of both applications through to the Chair.</p> <p>Chairman's Business</p>	
135/20	<p>The Chairman expressed his concern about how issues regarding procedural matters involving the Parish Council (and in particular the election of Cllrs) had not been taken up with him directly and stressed that the first port of call for Cllrs should either be the Clerk or the Chairman. It was also highlighted that Cllrs should be operating in accordance with the approved Code of Conduct. It was clarified that when applying for positions new Cllrs can either submit a written application to the Clerk prior to the meeting or provide a verbal presentation.</p> <p>Correspondence</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"> • Email regarding the start of the National Census in 2021. • Email from SHDC regarding the annual publication of the Register of Electors. • Email from I&DALC. Cllr Taffurelli confirmed that he had attended the latest meeting and had been elected as Vice Chairman. During the meeting concerns regarding speeding traffic was raised as a common issue in a number of parishes in the local area. 	
136/20	<p>Finance</p> <p>The Clerk confirmed on the 25th November 2020 there was the sum of £19,649.65 in the Treasurers Account.</p> <p>As a result of Covid-19 delaying the undertaking of the Internal Audit, the Clerk reported that the PC had failed in its' duty to approve the AGAR for 2019/20 before the deadline of the 1st Sept 2020. As a result of this a response of 'No' should have been included in Box 1 in Section 1. This had been noted by the Clerk and it was also reported that the Notice for the Conclusion of the Audit had now been published on the PC website along with the report from external auditors PKF Littlejohn LLP.</p> <p>It was also highlighted that the draft annual PC budget for 2021/22 would be discussed during Part 2 of the meeting, with all Cllrs having been provided with a draft copy of the budget prior to the meeting.</p>	

137/20	<p>Payments and Receipts</p> <p>It was agreed to make the following payments: -</p> <p><u>Payments</u> £240.00 cheque to PKF Littlejohn LLP (external audit fee 2019/20) £28.78 cheque to Scott Smy (reimbursement for 2 months Zoom subscription) £42.00 cheque to Colin Taffurelli (reimbursement for new keysafe for Lee Moor defib) £1519.20 cheque to Friendship Engineering (Shaugh Prior surface water drainage works) £20.00 cheque to David Andrews (electricity for Xmas tree lights) £153.88 cheque to Colin Taffurelli (reimbursement for purchase of Xmas trees in 2019 and 2020) £1515.26 cheque to Scott Smy (3 months wages, holiday back pay and payment for extra hours worked for Annual Return) £60.00 cheque to Scott Smy (reimbursement for Devon Building Control Inspection of Wotter Bus Shelter) £62.00 cheque to Lidia Pearce (reimbursement for purchase of Xmas selection boxes for children in the Parish) £895.90 cheque to the Moorland Hotel (supply of the over 65's Xmas lunches) £93.54 cheque to Andrew Deptford (purchase of pads for Shaugh Hall defib) £7.00 cheque to I&DALC (annual subscription fees) £30.00 cheque to Scott Smy (reimbursement for purchase of gift voucher for Julia Sanders)</p> <p><u>Receipts</u> £800.00 donation towards costs associated with Wotter defib electrical connection works (wishes to remain anonymous) £100.00 donation from Lord Roborough towards costs associated with Wotter defib electrical connection works</p>	
138/20	<p>Works and Maintenance – Wotter Bus Shelter Update</p> <p>The Clerk confirmed that the works for the replacement of Wotter Bus Shelter were almost finished and would be inspected by Devon Building Control once complete. Cllrs Mrs Tyler asked for clarification on the external finish. The Clerk confirmed that this would be Tyrolean which was consistent with what was there previously and is a more appropriate finish for the climate in the area. A full breakdown of the cost of the shelter would be sent to the Clerk on completion (which would then be required to obtain a grant for the works from DCC).</p> <p>It was noted that the works to the bus shelter did not specify a gate or a bench. The Clerk agreed to raise this with Mike McGrath.</p>	Clerk
139/20	<p>Date of Next Parish Council Meeting</p> <p>The next Parish Council Meeting will take place on Wednesday 3rd February 2021 starting at 7.30pm. This will again be an on-line</p>	

	<p>meeting using Zoom. Dial-in details will be sent out prior to the meeting.</p> <p style="text-align: center;">The meeting closed at 9.25pm.</p> <p>Signed:.....Chairman</p> <p>Date:</p>	
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