

MINUTES

of

SHAUGH PRIOR PARISH COUNCIL**On-Line Zoom Meeting****Held on****Wednesday 7th April 2021**

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

District Cllr Spencer
Cllr Smerdon (DNPA Representative)

Apologies: Cllr Friendship
Sgt Ryan Canning

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

Minute Number		Action
34/21	<p>Open Forum</p> <p>On behalf of Dartmoor Speedwatch Group, Julia Sanders wished to thank the PC for their grant of £200 which had now been received towards the fencing works which had been approved at the previous meeting. She also mentioned that local residents were looking to set-up a 'Go Fund Me Page' in relation to obtaining funding for the Wotter traffic calming scheme and asked if there would be any concerns regarding such from a PC perspective? Cllrs confirmed that there would be no objections to such. The Clerk agreed to send details of the Wotter traffic calming scheme to Cllr Pearce.</p> <p>The Chair mentioned that the recent death of the young pony on the main road was sad to see but it should be remembered that the ponies are wild animals and by being fed, they are encouraged into the villages where they are more likely to come into conflict with vehicles.</p> <p>Local resident Mr Tim Clewer who lives in Portworthy addressed the PC on the issue of the safety of the new diverted section of Lee Moor Road and the use of the bridleway which runs alongside it. It was Mr Clewer's opinion that any accident that occurs</p>	Clerk

<p>35/21</p>	<p>involving horse riders using the bridleway as a result of drivers travelling at speed along Lee Moor Road would make DCC legally responsible. It was also noted that a fence had been proposed between the bridleway and Lee Moor Road as part of the submission of details submitted for the diversion of Lee Moor Road but this had been removed as a result of the Highway Safety Audit. The Clerk confirmed that he had been in consultation with Sgt Ryan Canning over the on-going issues regarding young drivers and bikers speeding along Lee Moor Road and that increased enforcement action was now being planned by the Police. He also confirmed that Sgt Canning was intending on visiting the site with the Police Road Casualty Reduction Officer to see what could be done to address the on-going problems. It was highlighted that the majority of the road was actually within the Parish of Sparkwell and therefore it would be good to hear their view on this matter.</p> <p>Cllrs agreed that with the on-set of longer lighter evenings that the problems of speeding would undoubtedly increase and it was therefore agreed that the Clerk would raise this issue with Cllr John Hart to arrange a possible site meeting with the Police and DCC Highways to determine a solution to the problem as the issue needs to be addressed.</p> <p>Mr Clewer also wished to highlight illegal parking taking place on land under the control of Tungsten West and that perhaps CCTV cameras could be installed to address such anti-social issues.</p> <p>In order to assist the Police with gathering evidence for potential prosecutions, local resident Callum Perkin introduced himself to the meeting and confirmed that as part of his Police training, he will be looking to monitor the situation and gather intelligence during early mornings and late evenings in relation to speeding motorists. This was very much welcomed by all Cllrs.</p> <p>Declarations of Interest</p> <p>Cllr Hitchins highlighted his on-going declaration regarding Minute 41/21 (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>Cllr Tyler also declared a personal interest in Minute 8/21(e) in relation to the Access Track to Wotter Play Area as this track also provides access to Dartmoor Cottages (where Cllr Mrs Tyler lives). Finally, Cllr Pearce declared a personal interest in relation to Minute item 08/21(c) which related to the grant application from the Friends to Shaugh Prior Primary School to the Shaugh Prior Community Fund as she knows the applicant personally. All of these declarations were noted by the Clerk.</p>	<p>Clerk</p>
<p>36/21</p>	<p>Police Report</p> <p>Although he wasn't able to attend the meeting, Sgt Ryan Canning provided the Clerk with a report prior to the meeting which was as follows:</p> <p>There have been 2 Covid breaches during the past month involving people having gatherings at properties.</p>	

37/21	<p>A total of 9 logs have been recorded involving anti-social use of vehicles including bikes speeding on the new section of Lee Moor Road. It was revealed that speeding wasn't a factor in relation to the recent death of a wild pony which was hit by a car. Sgt Canning also confirmed that speeding in the parish is now raised as an on-going briefing item for he and his colleagues at Ivybridge Police Station. A meeting with the Road Casualty Reduction Officer will take place shortly in order to discuss the issues of speeding traffic on Lee Moor Road. Overall crime figures remain low with only 3 reported during the past month (2 of which relating to the theft of red diesel). There was also a minor public order offence at Cadover Bridge.</p> <p>County and District Cllrs Report</p> <p>In Cllr Hart's absence there was no County Cllr Report.</p> <p>Cllr Spencer started by offering his apologies for the last PC meeting which he couldn't attend and provided the following update on District Council matters:</p> <p>New Waste Collection Arrangements</p> <p>As you will know by now the Council is implementing new collection arrangements designed to increase the amount of recycling carried out and to improve our green credentials generally. A new fleet of vehicles is being delivered to deal with the new arrangements and waste will be collected by the kerbside. The service has already started although it has not yet reached our area. We are in phase three of the rollout, so I am hoping that much of the teething problems will have been sorted out by the time they get to us.</p> <p>Face to Face Meetings</p> <p>The legislation that allows the District Council to meet remotely expires on 06 May 2021 and, like other authorities, the Council is looking at how to make meeting face to face safe and secure for both Councillors and members of the public alike. District Councillors would like to have the flexibility to hold both remote and physical meetings. We recognise that some meetings are better dealt with physically and we also recognise that perhaps a hybrid model could also work successfully. The Council resolved to 1. Write to the Ministry of Housing, Communities and Local Government (MHCLG) urging that the temporary change to the meeting rules set out in the Local Government Act 1972 be made permanent so that after May we have the flexibility to hold meetings remotely or physically or by using a combination of the two; 2. Write to our MPs, the County Council and Town and Parish Councils asking for support for this flexible approach to council meetings; and 3. Once our request is successful to explore the use of technology to develop remote meetings.</p> <p>Sustainable Community Locality Fund</p> <p>I know that you are aware that I receive the sum of £2,000 per annum to spend on local projects that are within my Ward. I have, today, approved an application for funding to be spent on the</p>	
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38/21	<p>fencing and associated works on the Shaugh Prior to Wotter road and I will need to get up to speed with Scott regarding the Wotter bus shelter project. There is some further funding available for those projects which you might have and have yet to tell me about. Please email or ring me for more details.</p> <p>Climate Change Funding In addition to the Locality Fund, it is proposed that I should be given control of a further allocation of £3,500 to be spent on local climate change and biodiversity initiatives. This amount is for the 2021/22 year but might, if successful, be extended to 2022/23 and beyond. The exact detail is being thrashed out at the moment and I hope to let you have more details soon.</p> <p>South Hams Economic Recovery Members approved an investment of £598,000 to support economic recovery in the major towns and the visitor economy of the South Hams. The funding will support the national roadmap for the easing of lockdown at a local level, as detailed below: • Keeping the streets clean - £130,000; • Enhanced on street presence - £36,000; • Supporting business and hospitality - £57,000; • Improving the business environment in our key towns £275,000; and • Improving the built / natural environment to deliver local economic improvements within our smaller coastal communities and tourism centres - £100,000; Follaton House The offices to SHDC are currently being used as a vaccination centre for Totnes.</p> <p>Fusion As you may be aware Fusion will be reopening within Covid19 guidelines on 12 April and you can view a host of offers available to you on both the Council and website and Fusions own site.</p> <p>Barwood Development Cllr Nicky Hopwood and myself, continue to have monthly meetings with the planners regarding the proposed developments. Things have been a little quiet over the past couple of months but there is a further meeting on 13 April so I hope that I might be able to report some progress soon. This latest meeting is centred around the transport issues that come with the project.</p> <p>Barry also confirmed that he had provided £200 to Dartmoor Speedwatch from his Locality Fund for the fencing works highlighted during the Open Forum.</p> <p>DNPA Report Cllr Smerdon gave some feedback on the Glover Review. Whilst the final report was still awaited, the initial findings (which were recently highlighted on BBC Spotlight) did not look encouraging, with a new proposed National Landscape Service earmarked for the running of all National Parks and AONB's. It was agreed by</p>	Clerk
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	<p>Cllrs that it was important for National Parks to be run by those who live and work within the National Parks in order to provide that continuity rather than by officials in Whitehall. It was suggested that members of the public should write to their MPs over these proposals. It was agreed that the PC would do this but only once we have seen the final report.</p> <p>The Visitor Centre's in the National Park will re-open from the 12th April 2021 with all covid-19 measures in operation whilst the Moor Otters Trail will commence from the 28th May 2021 which will be slightly different from the last event.</p> <p>Generally, the Easter period had gone well on Dartmoor although this was probably due to visitor numbers still being down due to caravan parks and campsites still being closed. It was noted that the Moor is still very dry and therefore gorse fires were still a major hazard.</p>	
39/21	<p>Minutes of the Meeting held on Wednesday the 3rd March 2021</p> <p>All Cllrs at the meeting confirmed receipt of the minutes of the February PC meeting and it was proposed by Cllr Stone and seconded by Cllr Taffurelli that the draft minutes be accepted which was agreed by all.</p>	
40/21	<p>Matters Arising</p>	
8/21(a)	<p>Highway Matters</p> <p>The Clerk reported that the new Parish Lengthsman John Widdicombe had been very busy over the past month and had cleared a number of existing drains.</p> <p>He also confirmed that he had written to DCC Highways over the request to implement a 30mph speed limit for the section of road on the approach down to Dewerstone Car Park. However, the response received from DCC was not particularly favourable, with any request for amending speed limits having to adhere to their policy/criteria which the sites within Shaugh Prior did not. However, there did seem the potential for looking at a 20mph zone through Shaugh Prior village as a result of the lack of footways and the presence of the primary school (vulnerable road users etc). It was suggested by DCC that this be taken up in conjunction with the school as part of a School Travel Plan.</p> <p>Cllr Mrs Burkill referred to receipt of a recent email regarding the maintenance of highway verges in the Parish where wild orchids are known to exist so that they can be protected. The Clerk agreed to raise this with Nick Colton at DCC Highways.</p> <p>The Chair mentioned that the road on the Plympton side of Bickleigh Bridge appeared to be falling away. It was agreed that the Clerk would raise this with DCC Highways. It was also noted that the abandoned vehicle that had been reported to SHDC several months ago still hadn't been collected.</p>	Clerk
8/21(b)	<p>Newnham Solar Fund</p>	

<p>8/21(c)</p> <p>8/21(d)</p> <p>8/21(e)</p> <p>10/21</p>	<p>Cllr Mrs Burkill confirmed all directors had been reinstated at the last meeting so she would be representing Shaugh Prior PC on the group for a further 2 years.</p> <p>During the past month there had been 2 applications for funding submitted to the fund, from Hoof Beats and Dartmoor Cottages Residents Association for funding to help with the cost of works to the access track. Unfortunately, this application was not successful and had been declined funding. A further £12k of available funding had recently been received and another meeting was due to be held in July. It was also highlighted that both primary schools were submitting bids relating to Climate Change Emergency measures associated with the United Nations Climate Change Conference taking place in Glasgow later this year.</p> <p>Shaugh Prior Community Fund</p> <p>Details of an application for a grant of £200 from Friends of Shaugh Prior Primary School were circulated to Cllrs prior to the meeting. The Clerk confirmed that the funding was required to help fund the purchase of soft play equipment/apparatus associated with the running of their after-school sessions.</p> <p>It was proposed by Cllr Stone and seconded by Cllr Mrs Burkill that the grant for funding be approved and this was agreed by all Cllrs apart from Cllr Pearce who did not engage in any discussion on this matter as a result of having declared a personal interest.</p> <p>Parish Council Vacancy</p> <p>The Clerk confirmed that to date no applications for the vacant Cllr post had been received.</p> <p>Access Track to Wotter Play Area</p> <p>As a result of their application for funding from the Newnham Solar Fund being unsuccessful, the Residents association were looking at alternative funding streams. In addition, the group were looking to purchase a 'Private Road Sign' in order to deter non-residents from using the track in order to access the play area. It was highlighted that the cost of the sign would be around £200 and Cllr Mrs Tyler asked if the Parish Council would be able to provide funding towards such? The Clerk confirmed that the Residents Association would have to submit a bid for funding from the Shaugh Prior Community Fund and that the necessary forms could be downloaded from the PC website. This would then be considered by Cllrs at a future meeting.</p> <p>Wind Turbines on Lee Moor</p> <p>The Clerk confirmed that he had received nothing further in relation to this proposal although as this matter would be on-going, it would need to remain on the agenda for future meetings. It was also agreed that the Clerk needs to obtain the views of Cornwood and Sparkwell PC's on these proposals.</p>	<p>Clerk</p>
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27/21	<p>Defib Access Procedures</p> <p>Following the responses received from the SW Ambulance Trust confirming that operators responding to emergency calls would not supply the access codes for the defib cabinets, it was agreed by Cllrs that the Clerk would produce updated notices for each of the defibs which includes details of the access code required to gain entry. Cllr Mrs Burkill confirmed that she had checked all 3 defibs and all were functioning as they should be. Cllr Taffurelli confirmed that the relocated defib at Wotter was all up and running and that he had still managed to retain 3 shelves for books.</p>	Clerk
41/21	<p>Planning</p> <p>A planning application for the construction of an extension over a garage at Rondmoor Lodge, Shaugh Prior (app no 0139/21) had been received by the PC for comment. As Cllr Burkill provided guidance to the applicant, she felt that she would not be able to present the PC in respect of a site visit and it was therefore agreed that Cllrs Wassell, Stone, Hitchins and Mrs Tyler would carry out a site visit and report back to the Clerk.</p> <p>No objections/recommendation of support was made by Cllrs in respect of an application submitted for a 2-storey side extension at La Casa, Wotter (app no 4096/20/HHO).</p> <p>The Clerk referred to receipt of an email from the neighbour in relation to the planning application that has been submitted for a side extension at 3 Wotter Villas (ap no 355/21/HHO). It would now appear that revised plans have been submitted which move the extension even closer to the existing stone boundary wall and the neighbour is concerned about the impacts this may have on the structural stability of the wall. It was agreed that the Clerk would review the plans before ascertaining whether or not a further site visit is warranted or whether or not the issues could be addressed through the recommendation of planning conditions.</p>	Clerk
42/21	<p>Chairman's Business</p> <p>Following the recent incident of the foal being knocked down and how many people on social media were quick to condemn the driver, the Chairman wished to remind Cllrs of their responsibilities, to operate in accordance with the Cllr Code of Conduct and not to do anything to bring the name of the PC into disrepute.</p>	
43/21	<p>Return to Public Meetings</p> <p>Despite a decision to challenge which was currently going through the courts, the Clerk mentioned that Government had taken the decision not to extend the existing legislation which allowed council meetings to be held remotely. Therefore, after the 7th May 2021 all meetings will which once again have to take place in public. This will necessitate risk assessments both for the PC meeting itself and any buildings they are held in. Further information is likely to be forthcoming on these changes over the coming weeks. It was agreed that a flexible approach that would</p>	

44/21	<p>allow some meetings to be held remotely and some in public, was the best approach.</p> <p>Tribute to Cllr Malcolm Norman</p> <p>Following the sad passing of Malcolm late last year, it was agreed that some consideration should be given to a fitting memorial to him in recognition of all of the work and effort he put into the PC. Suggestions included a granite bench with a plaque on it or possibly an area of tree planting. It was agreed that Cllrs would give this some further thought and report back at a future PC meeting in the coming months.</p>	
45/21	<p>Correspondence – Year End Annual Audit</p> <p>The Clerk confirmed that a date for the submission of paperwork for the Internal Audit had been agreed, that being the 10th May 2021. As the process of submitting documents will be the same as last year (scanning and emailing the various documents required) the Clerk highlighted that this may involve working over the set monthly hours and that he would keep a record of such. This will also involve the need for several documents to be approved at the May AGM including the bank mandate. It was also noted that the changes to the PC website had now been completed by WesternWeb and that it was now fully compliant with required legislation.</p>	
46/21	<p>Annual Review of Asset Register</p> <p>Prior to the meeting the Clerk circulated to Cllrs a copy of the updated Register of Assets. It was highlighted that the costs of assets had increased slightly from the previous year due to the new replacement bus shelter at Wotter and the purchase of the grit spreader. It was proposed by Cllr Taffurelli and seconded by Cllr Hitchins that the updated Asset Register be approved and this was agreed by all Cllrs.</p>	
47/21	<p>Finance</p> <p>The Clerk confirmed on the 25th March 2021 there was the sum of £12,321.13 in the Treasurers Account.</p> <p>The end of year Bank Reconciliation had been checked and signed-off by Cllr Mrs Burkill and this revealed a net bank balance of £10,921.13. This was down slightly on previous years and therefore it was highlighted that this year the PC would have to be slightly more prudent in relation to its spending.</p>	
48/21	<p>Payments and Receipts</p> <p>It was agreed to make the following payments: -</p> <p><u>Payments</u> £14.39 cheque to Scott Smy (reimbursement for 1 month Zoom</p>	

<p>49/21</p>	<p>subscription) £870.00 cheque to Francis Electrical (Wotter Defib installation) £855.52 cheque to Scott Smy (3 months Clerks wages) £213.80 cheque to HMRC (PAYE for 3 months Clerks wages) £330.00 cheque to WesternWeb Ltd (website updates and renewal fees) £564.00 cheque to John Widdicombe (Parish Lengthsman works) £200.00 cheque to Friends of Shaugh Prior Primary School (21/22 grant payment for equipment for after school sessions) £10.00 direct debit payment to EDF Energy (Wotter Defib electricity supply)</p> <p><u>Receipts</u> £1738.00 BACS payment from DCC (Cllr Hart Locality Budget grant for Wotter bus shelter replacement works)</p> <p>Works and Maintenance</p> <p>It was agreed that the Clerk would speak to John Widdicombe regarding a replacement bench in the bus shelter at Wotter. Cllr Taffurelli confirmed that he was continuing to kindly sweep out the bus shelters on behalf of the PC. It was highlighted that works to the notice boards had been undertaken last year and that Cllr Taffurelli was using the Lee Moor Hall notice board at present.</p>	<p>Clerk</p>
<p>50/21</p>	<p>Date of Next Parish Council Meeting (AGM)</p> <p>The next Parish Council Meeting (AGM) will take place on Wednesday 5th May 2021 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>	