

**MINUTES**

of

**SHAUGH PRIOR PARISH COUNCIL****Meeting****Held on****Wednesday 3<sup>rd</sup> July 2024**

at

**Shaugh Prior Recreation Hall**

Present: Chairman Cllr Stone  
Cllrs Spencer, Sims, Mrs Chater, Mrs Francis-McLeod and Mrs Burkill

District Cllr Chris Oram

3 Members of the public

Apologies: Cllrs Proctor, Tyler and Boulting  
County Cllr Hart  
DNPA Rep Cllr Smerdon

Minute Number		Action
86/24	<p><b>Open Forum</b></p> <p>Mr Clewer asked if the Clerk had received any response from Cllr Hart in respect of the question raised at the June PC meeting relating to the safety of the use of the bridleway next to the B3417 Lee Moor Road following the recent fatality that had occurred on the road? The Clerk confirmed that no such response had been received. With the September PC meeting taking place later in September due to the Clerk being away, it was agreed that the Clerk/Cllr Mrs Burkill would chase a response from Cllr Hart on this matter. It was highlighted at the most recent Imerys Community Liaison Meeting that TW would be providing the electricity supply which would allow the average speed cameras to be installed.</p> <p>Colin Taffurelli confirmed that the new e-consult system was in operation at the Beacon Medical Group. It was agreed to seek feedback from parishioners on how the new system operates before possibly inviting a representative from Beacon Medical to attend one of our PC meetings in October or November.</p>	Clerk/Cllr Mrs Burkill
87/24	<p><b>Declarations of Interest</b></p>	

88/24	<p>No declarations had been received by the Clerk.</p> <p><b>Police Report</b></p> <p>In his absence the Clerk read out a report from PC Rob Pike which covered the month of June:</p> <p>These are the Police incidents for the past month:</p> <ul style="list-style-type: none"> <li>1 x Traffic offence</li> <li>1 x Abandoned 999 call which turned out to be a false alarm</li> <li>2 x Reports of missing persons</li> <li>1 x Low level assault</li> <li>1 x Medical/mental health issue</li> </ul> <p>2 x Reports of exposure</p> <p>We have now received 2 reports from separate females informing us that they have seen a white male, aged in his 50's completely naked whilst walking on moorland paths. The first was near Cadover Bridge and the second incident outside of your area near Yelverton. One of the females is a horse rider who stated that other females who ride in the area have seen the same male but these have not been reported to police. There have been no threats made and nothing to suggest that either of these females were targeted in any way. We continue to regularly patrol the area. Please can you ask your residents to keep an eye out and report anything of concern to police.</p>	
89/24	<p><b>County and District Councillor Reports</b></p> <p>Whilst Cllr Hart was not at the meeting, District Cllr Oram provided a County Cllr Report which was as follows:</p> <p><b>Find out if you could be saving money on your childcare</b></p> <p>The Government is gradually introducing changes to the way it funds childcare. Colleagues from our Early Years and Childcare service are running some free online information sessions in July to help parents understand what support they might be eligible for and how to access more early years funded childcare and other financial help. Go to: <a href="http://www.devon.gov.uk/educationandfamilies/early-years-and-childcare/childcare-parents/childcare/">www.devon.gov.uk/educationandfamilies/early-years-and-childcare/childcare-parents/childcare/</a></p> <p><b>Make a positive change this Alcohol Awareness Week</b></p> <p>It isn't always easy to open up about our alcohol use. But finding out more about alcohol harm and how it affects us, can help us take better control of our drinking and improve our health and wellbeing</p> <p>This week is Alcohol Awareness Week (Monday 1 to Sunday 7 July) and is a chance to get thinking about your drinking – better understand alcohol myths and make positive changes for your health.</p> <p><b>A summer of funded activities and experiences!</b></p> <p>With the summer holidays fast approaching, we're pleased to announce that bookings are now open for our action-packed Holiday Activities and Food (HAF) programme! Funded by the Government's</p>	

	<p>Department for Education, the scheme offers funded activities and healthy, nutritional hot meals during school holidays to children of low-income families.</p> <p>Details of activities can be found on the interactive map on the DCC website. If your child is eligible to access the programme, simply search for a provider in your area, have a look at their listing to see what they're offering, then when you're ready, book a place with them directly using your unique HAF code. Go to: <a href="http://www.devon.gov.uk/education-and-families/haf-providers-map/">www.devon.gov.uk/education-and-families/haf-providers-map/</a></p> <p><b>Devon Youth Council mental health survey</b></p> <p>Young people in Devon have said that mental health is a top issue for them. NHS Devon want to understand this better so that resources can be allocated in the most appropriate way. They've enlisted the help of Devon Youth Council as part of their review of mental health support in schools.</p> <p>They've created a survey for anyone of secondary school or college age (11 to 18 years old) to share how well they think that their schools and colleges are doing at understanding and supporting the mental and emotional health of their pupils. Even if you're currently not attending school/college or are now being educated at home, they would still like to hear about your previous school experience.</p> <p>This survey is anonymous, and the results will be shared with those who make decisions about mental health services across Devon. The deadline for completion is Monday 30 September, but we would encourage as many responses in July as possible. This will help form a strong foundation for a Youth Voice event later this year on Mental Health in Devon. Go to: <a href="http://www.standupspeakup.org.uk/yc-mental-health-survey/">www.standupspeakup.org.uk/yc-mental-health-survey/</a></p> <p><b>Most shops 'refuse' to sell vapes to children</b></p> <p>An operation by Heart of the South West Trading Standards Service and supported by Devon and Cornwall Police has found that the majority of Plymouth businesses recently visited are complying with the law by refusing to sell vapes to children. Read full story: <a href="http://www.devonsomersettradingstandards.gov.uk/most-shops-refuse-to-sell-vapes-to-children/">www.devonsomersettradingstandards.gov.uk/most-shops-refuse-to-sell-vapes-to-children/</a></p> <p><b>Learn Devon's new adult education courses have arrived</b></p> <p>If you want to develop your skills, gain a qualification, meet new people or learn something new, have a look at what Learn Devon is offering. Learn Devon has a range of courses and qualifications starting available in September 2024. Alongside qualifications such as GCSEs and Functional Skills, Learn Devon is now offering courses for those interested in working in schools, nurseries and in the health care sector. If you would like to find out more, join one of our enrolment events and have an informal chat with a member of the team. The enrolment events are held online and in-person through June, July and August. Find out more: <a href="http://www.learndevon.co.uk">www.learndevon.co.uk</a></p> <p><b>There's a buzz around Devon's new bus shelters</b></p> <p>New bus shelters in Devon are taking on a life of their own as part of our Bus Service Improvement Plan and ongoing efforts to tackle the climate emergency. Around 70 new "living roof" shelters, featuring 16 varieties of low maintenance plants on their roofs, can now be found</p>	
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	<p>across the county. The sedum plants flower from March to October, attracting insects and bees while also capturing carbon from traffic. Shelters in areas where there is no power available will also include solar panels and low energy lighting. Read the full story: <a href="http://www.devon.gov.uk/news/theres-a-buzz-around-devons-new-bus-shelters/">www.devon.gov.uk/news/theres-a-buzz-around-devons-new-bus-shelters/</a></p> <p>District Cllr Oram kindly provided a report to Cllrs prior to the meeting which included the following points:</p> <p><b>Are you ready to vote this week?</b> The General Election takes place this week, Thursday, 4 July - are you ready? Use this weekend to make sure you have your photo ID so you can have your say - you will not be able to vote at a polling station without it! Accepted forms of photo ID include: Passport, driving licence, blue badge, defence identity card. See a full list at: <a href="http://www.electoralcommission.org.uk/voting-and-elections/voter-id">www.electoralcommission.org.uk/voting-and-elections/voter-id</a></p> <p><b>Dogs need ID too!</b> Over the last few weeks, our Localities Team have picked up several lost dogs across the South Hams who don't have an ID tag. Because of this, reuniting a dog to its owner can take far longer, and can be a stressful time for both the furry friend and its family. To keep your dog safe, please make sure they wear an ID tag. Under the Dog Act 1992, the legal requirements are:  <ul style="list-style-type: none"> <li>• A dog must be licensed and microchipped;</li> <li>• A dog must wear a collar with a name/ID tag (exemptions apply for some working dogs).</li> </ul> We recommend you add your mobile number to your dog's ID tag so you can be contacted at any time. More information and tips on keeping your dog safe can be found on the Blue Cross website.</p> <p><b>Volunteering opportunities for residents</b> Do you have residents who want to gain new skills, make new friends, improve their sense of belonging in the community? Devon Connect can provide your residents with information on volunteering opportunities. The wide range of roles include ad-hoc events, helping in cafes or community groups, befriending or enabling people to get out and about. Go to <a href="http://www.devonconnect.org/south-hams-and-west-devon">www.devonconnect.org/south-hams-and-west-devon</a></p> <p><b>Parish Profiles</b> At a recent Executive Committee, Members endorsed the use of Parish Profiles within the District. This will be a key piece of evidence to inform Elected Members, Communities, Registered Providers and other interested parties what the Affordable Housing need is in each parish. These will be primarily used to justify and explain the housing need in a clear and easy to read format. They will also be used as part of our consultation response on Planning Applications. What the Profiles do?  <ul style="list-style-type: none"> <li>• Use data which is in the public domain</li> <li>• Avoid the need for an individual survey</li> <li>• Does not ask or use confidential personal data</li> <li>• Tell the housing picture clearly</li> </ul> </p>	
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	<ul style="list-style-type: none"> <li>• Identify areas with high house prices</li> <li>• Identify areas with low affordable housing stock</li> <li>• Provide data on capacity within schools</li> <li>• Indicate locations of possible deprivation</li> </ul> <p>The Parish Profiles have been created for every parish within the South Hams to highlight the housing circumstances on a local level. The Profiles will be reviewed on an annual basis or earlier if required.</p> <p>What happens next? On the website we will be providing information in an accessible format, however the Parish Profile posters for each area will be sent to the relevant Parish Council for them to publicise on the parish notice board and include on their website.</p> <p>It was highlighted by Cllr Spencer that the Parish Profile for our parish would be extremely helpful in respect of developing our Neighbourhood Plan and therefore the sooner it was available to the PC, the better. This was noted by Cllr Oram.</p> <p><b>Celebrating our community heroes</b>          Congratulations to our South Hams Community Award winners for 2024. Outgoing Chairman for 2023/2024, Cllr Guy Pannell recently presented the awards to our worthy recipients, recognised for their fantastic work to support communities across the District. With so many fantastic entries, two winners have been named under both the Organisation and Community Champion categories. A huge well done to everyone who was nominated!</p> <p>Our winners are:</p> <ul style="list-style-type: none"> <li>•Organisation Award joint winners Dementia Friendly Parishes Around the Yealm &amp; Kingsbridge Food Bank</li> <li>•Community Champion Award joint winners - Robin Cox and Peter Davis</li> <li>•Young Persons Award (for under 18s) - Kieran Grills</li> </ul>	
90/24	<p><b>DNPA Report</b></p> <p>In his absence, there was no report from Cllr Smerdon.</p>	
91/24	<p><b>Minutes of the Meeting held on Wednesday 5<sup>th</sup> June 2024</b></p> <p>All Cllrs agreed that they had received a draft copy of the minutes of the July meeting and resolved that they were an accurate reflection of the minutes of that meeting. Proposed by Cllr Mrs Chater and seconded by Cllr Mrs Burkill. Resolved by Cllrs to agree the draft minutes of the July PC meeting.</p>	
92/24	<p><b>Matters Arising</b></p>	
8/24(a)	<p><b>Highway Matters</b></p> <p>Cllr Sims confirmed that two replacement batteries were required for the speed-activated sign in Shaugh Prior village at a cost of £55 per battery. It was agreed by Cllrs to go ahead with the purchase of the replacement batteries as necessary.</p> <p>The Clerk confirmed that the issue of HGV parking in the parish had been raised by DCC with the China Clay Operators and the need for</p>	Cllr Sims

<p>8/24(b)</p>	<p>such practices to be avoided would be raised with the haulage contractors. It was noted that if HGV's were seen to be parking in laybys etc then it would be helpful if pictures of such could be forwarded to the Clerk.</p> <p><b>Shaugh Prior Community Fund</b></p> <p>Prior to the PC meeting, the Clerk had circulated to Cllrs an application form and supporting information relating to a request from Shaugh Prior Parish News for a grant payment of £250 (to help with annual printing/publishing costs associated with producing the Parish Magazine). Resolved by Cllrs to approve the grant application (proposed by Cllr Mrs Chater and seconded by Cllr Mrs Francis-McLeod).</p>	<p>Clerk</p>
<p>8/24(c)</p>	<p><b>Tribute to Cllr Norman</b></p> <p>The Clerk confirmed that he had met with Peter Davies from the NT to discuss potential locations for the bench, with the preferred option of the two discussed being closer to the top of the beacon (which is better in terms of access for delivery of materials etc). Peter made it clear that approval would have to be sought from NT and if granted, the materials used for the bench would have to be sympathetic to the surroundings (granite, timber etc). Some Cllrs did raise concerns about the impact that a bench may have in this location (possibility of rubbish etc) and would a memorial bench in a different location (or perhaps something in one of our village halls) be more appropriate? The Clerk confirmed that it was now up to the NT to confirm if they were willing to grant approval for the bench in the first instance. If not, then alternatives would have to be discussed as a future PC meeting.</p>	
<p>8/24(e)</p>	<p><b>Wotter Play Area Improvements Working Group</b></p> <p>A total of 3 design proposals had now been received from different play area equipment providers, with one more due to be received from a local company based in Yelverton. Once all of the designs have been received, a meeting of the Working Group will be arranged by the Clerk (likely to be in-person) in order to agree a preferred design which will then be discussed and hopefully signed-off at the September PC meeting. It was agreed that Cllr Mrs Chater would provide some wording for an update which will go in the Parish Magazine and on the Facebook page.</p>	<p>Clerk</p> <p>Cllr Mrs Chater</p>
<p>8/24(f)</p>	<p><b>Emergency Plan</b></p> <p>As a result of focussing on the Wotter Play Area Improvements, there was no further progress on the EP at present.</p>	
<p>8/24(g)</p>	<p><b>Neighbourhood Plan</b></p> <p>Cllr Spencer confirmed that he had now received and agreed the specification (via the Clerk) from WesternWeb for the changes required to the website to include an area dedicated to the NP. The Clerk confirmed that he had now instructed WesternWeb to proceed</p>	

93/24	<p>with those changes. Cllr Spencer confirmed that a total of 24 people had shown an interest in being involved in the NP and it was hoped that many would be able to attend the next meeting (many were on holiday for the last meeting held). A communication strategy was in the process of being developed in order to ensure we engage with as many people in the parish as possible. The necessary paperwork defining the boundary of the NP has now been submitted to and received by SHDC. The same information has also been submitted to DNPA. Funding for organisations to help develop their NP's has now been released by Central Government and an initial application for the sum of £10k has been submitted (although the total cost of the plan may be more than this). Barrie highlighted that the Parish Profile for our Parish will be important in terms of identifying housing need. Therefore, the sooner we receive this information, the better.</p> <p><b>Planning</b></p> <p>The following applications were subject to discussion:</p> <p><b>1921/24/PIP – Land at SX 569,618 Land to the rear of Lilymoor, Lee Moor</b></p> <p>In view of the proposed site for a dwelling being served off a track, Cllrs were of the opinion that a site visit was necessary. It was agreed that the Chair along with Cllrs Sims and Mrs Chater would undertake this visit and report back to the Clerk. In advance of the site visit it was agreed that the Clerk would forward the submitted Planning Statement to all Cllrs (as some had been unable to download the document).</p> <p><b>Hemerdon Mine – EA Permit Application</b></p> <p>The Clerk read out the briefing provided by the EA confirming that the consultation on the draft permit for the Mineral Processing Facility had now come to an end and a formal announcement on the decision now had to wait until after the General Election on the 4<sup>th</sup> July 2024.</p>	Clerk
94/24	<p><b>Chairman's Business</b></p> <p>The Chairman had nothing to raise.</p>	
95/24	<p><b>Reports from Committees</b></p> <p>Cllr Mrs Chater gave some feedback on the recent Imerys Community Liaison Meeting held on the 2<sup>nd</sup> July 2024 (the first meeting of the group for some time). The kilns at Herreschoff were going well, with most of the china clay going to Cornwall. The issue of the new lighting installed (and associated light pollution) was raised with Imerys and they agreed to look into this and get the illumination levels reduced. It was confirmed that there is some overnight parking for HGV's at Herreschoff kilns (around 20 lorries) but they usually only get 4-5 HGV's each night. A lot of re-wilding works are taking place, with soil being spread in various locations. Reference was made to the average speed cameras on Lee Moor Road and clarification was sought on whether this would be one camera or two? The Clerk referred to an update (Chairs Report) received from the</p>	Clerk

96/24	<p>Newnham Solar Panels CIC. It was highlighted that during the past year grants totalling £8,700 had been approved. In addition, two Directors have left the group (Glen Peacham and John McGuffog). It was hoped that new Directors (including a representative from Lee Moor Hall) will join the CIC in the near future. Finally, the previous administrator Sophie Jones has had to leave her post and she has been replaced by Chris McIntyre</p> <p><b>Correspondence</b></p> <p>During the past month the following correspondence had been received:-</p> <ul style="list-style-type: none"> <li>• Email from DCRF regarding the digital switchover and its potential impact on residents who use telecare services or those with poor mobile coverage.</li> <li>• Email from Devon Communities confirming their decision to delay the launch of the Village Hall Audit Analysis Report until the w/c 8<sup>th</sup> July 2024 (due to the General Election).</li> <li>• Email from WesternWeb Ltd highlighting issues with the News Pages of the website (accessibility errors). A 'News Items' facility could be implemented which would help and avoid these issues. The cost of WesternWeb providing this facility would be £75 + VAT. Resolved by Cllrs to go ahead with the required changes and arrange the associated training (£45 + VAT). Proposed by Cllr Sims and seconded BY Cllr Spencer.</li> <li>• Devon Climate Change Emergency Newsletter for July 2024 (circulated to Cllrs)</li> <li>• Email newsletter from NALC</li> <li>• Email newsletter from SLCC</li> </ul>	
97/24	<p><b>Finance</b></p> <p>The Clerk confirmed that on the 3<sup>rd</sup> July 2024 there was the sum of £15,272.14 in the Treasurers Account.</p> <p>Being an existing signatory, Cllr Mrs Burkill confirmed that she had spoken to TSB Bank and they confirmed to her that the updated bank mandate had been in place since November 2023! This was a surprise to everyone, including the Clerk and now meant that Cllrs Sims, Mrs Francis-McLeod and Mrs Proctor can all now sign cheques on behalf of the PC. The Clerk confirmed that it would be helpful if a copy of the Bank Mandate could be provided at some point.</p>	
98/24	<p><b>Payments and Receipts</b></p> <p>It was agreed to make the following payments:</p> <p>£22.00 direct debit payment to EDF Energy (electricity for Wotter defib)</p> <p>£100.00 cheque to Scott Smy (second Clerks annual expenses payment)</p> <p>£843.30 cheque to Scott Smy (3 months Clerks wages including 10 extra hours worked)</p>	

<p>99/24</p>	<p>£562.00 cheque to HMRC (PAYE for 3 months Clerks wages inc extra hours worked)                  £992.24 cheque to the Noticeboard Warehouse (payment for supply and delivery of new noticeboard for Lee Moor)                  £18.00 cheque to DALC (payment for Cllr Mrs Proctor final section of Being a Good Cllr Training Course)                  £71.96 cheque to Scott Smy (reimbursement of purchase of litter pickers purchased from Screwfix)                  £250.00 cheque to Shaugh Prior News (grant payment for 2024/25)                  £330.00 cheque to WesternWeb Ltd (payment for changes to the website for the Neighbourhood Plan)</p> <p>Receipts                  £781.00 payment from DCC (grant from Cllr Hart for new Lee Moor noticeboard)</p> <p><b>Works and Maintenance</b></p> <p>Following agreement by Cllrs at the previous PC to help clean-out our bus shelters (rather than paying someone to do this), the Clerk handed out the new litter pickers to those Cllrs who had kindly agreed to help.</p> <p>Following some discussion, it was agreed that the header for the new noticeboard in Lee Moor village would be the lower case version rather than the capitals option. It was also agreed by Cllrs that the Clerk instruct James Friend to mount the new noticeboard on the previously agreed location on the wall of the existing bus shelter (with the old noticeboard being removed). It was also agreed that a quotation be received from James to undertake the outstanding works in each of the play areas identified through the play area inspections undertaken by South Hams.</p>	<p>Clerk</p>
<p>100/24</p>	<p><b>Date and Place of Next Parish Council Meeting – Change of Date</b></p> <p>The next meeting of Shaugh Prior Parish Council will take place on Wednesday 18<sup>th</sup> September 2024 at Shaugh Prior Recreation Hall starting at 7.30pm.</p> <p style="text-align: center;">The meeting closed at 9.05pm</p> <p>Signed:.....Chairman</p> <p>Date: .....</p>	