

MINUTES
of
SHAUGH PRIOR PARISH COUNCIL
Meeting
Held on
Wednesday 2nd April 2025
at
Shaugh Prior Recreation Hall

Present: Chairman Cllr Stone
Cllrs Spencer, Mrs Burkill, Mrs Boulting and Mrs Tyler

3 Members of the public (including Marica Lyndon from Tungsten West – TW)

Apologies: Cllrs Sims, Mrs Proctor, Mrs Chater and Mrs Francis-McLeod

Minute Number		Action
41/25	Open Forum Mr Clewer wished to express his concern at the response received from DCC PROW (which he was copied into) regarding the recently completed water works on the B3417 which impacted upon the bridleway. The Clerk confirmed that he had already questioned the validity of the response with DCC and that no further action was necessary. Julia Sanders and several Cllrs wished to raise their concerns regarding the recent dust issues coming from Hemerdon Mine. Marica Lyndon of TW was able to provide an update. As a result of a fuel order not arriving when planned, it had not been possible to dampen-down during the recent period of dry windy weather which result in some significant dust problems. Marica confirmed that this had now been resolved, with a larger fuel bowser now on order. With regard to a wider general update on Hemerdon Mine, Marica confirmed that the mine still wasn't fully funded but the recent global issues regarding tariffs etc had helped improve their position, with Government now in contact with TW to see how they can assist in bringing the mine forward. A recent media report on Sky News had helped outline the situation. Another tranche of funding is due in June/July and that they are hopeful of further funding from investors. Feasibility of economics is due shortly (end of May) and the new	

42/25	director of the company has been actively involved in the design of the processing facility. It was hoped that construction of the updated processing facility will commence in January 26. Declarations of Interest No declarations had been received by the Clerk.	
43/25	Police Report The Clerk read out a report provided by PC Dave Tungate which was as follows: 05/03/25 – Domestic incident – no offences. 15/03/25 – Cadover, report of hunt digging-out a fox. No evidence provided at the time. 15/03/25 – Cadover, report from the DNPA Park Ranger about an abandoned vehicle beached on a mound of earth at the car park. 28/03/25 – Cadover, report of an abandoned car. 30/03/25 – Blackaton Cross, report of a rave. Five people arrested. 30/03/25 – Lee Moor, report of an abandoned car. 31/03/25 – Lee Moor, Police fail to stop incident. Vehicle seized and two people arrested.	
44/25	County and District Councillor Reports In the absence of both County Cllr Hart and District Cllr Oram, there were no County Cllr or District Cllr Reports.	
45/25	DNPA Report In Cllr Smerdon's absence there was no DNPA Report.	
46/25	Minutes of the Meeting held on Wednesday 5th March 2025 All Cllrs agreed that they had received a draft copy of the minutes of the April meeting and that they were an accurate reflection of the minutes of that meeting. Proposed by Cllr Mrs Burkill and seconded by Cllr Spencer. Resolved by Cllrs to agree the draft minutes of the March PC meeting.	
47/25	Matters Arising	
8/25(a)	Highway Matters The Clerk referred to notices received from DCC for the temporary prohibition of traffic orders relating to works taking place on the B3417 between 28th April and the 3rd May 2025 for the removal of traffic studs (cats eyes). It was noted that similar works were proposed between the 27th April and the 2nd May on the section of road between Lee Moor and Beatland Cross. It was commented by several Cllrs that cats eyes were an absolute necessity for driving on this section of road, particularly in the darker months when fog/mist can reduce visibility. It was agreed that the Clerk would write to DCC asking if the studs will	

	be reinstalled at some point? The Clerk confirmed that he had managed to put back the start time for these evening works from 19.00 to 20.00. A further notice ad also been received regarding surface-dressing works taking place between the 28th April and the 30th September 2025. This included the re-surfacing of the lane at Portworthy. Whilst not present at the meeting, Cllr Mrs Chater confirmed that she had sent a report to DCC Highways on the poor condition of the road surface on the B3417 from Herschoff Kilns up the hill towards Lee Moor. It was noted that this issue had been raised several times previously with DCC Highways.	Clerk
8/25(b)	Shaugh Prior Community Fund No applications for grant funding received this month.	
8/25(c)	Tribute to Cllr Norman There were no further updates on this issue and the PC were still awaiting a response from Peter Davies of the NT.	
8/25(d)	Wotter Play Area Improvements The Clerk confirmed that Rhino Play were currently out on-site installing the new play equipment and circulated some images taken prior to the meeting. It was noted that a post-installation safety inspection of the newly installed equipment would be required and that he had asked Rhino Play to provide a quotation based on the company that they use. It was suggested that a formal opening of the new improved play area should be considered for May 2025.	
8/25(e)	Neighbourhood Plan – Payment Procedures Cllr Spencer provided a verbal update in relation to the Neighbourhood Plan Steering Group. At present there was much uncertainty in relation to funding and what can/cannot be funded from the grant received from Groundworks due to conflicting messages from them. Cllr Spencer confirmed that clarification was still awaited from Groundworks as to what can be paid for from this year's funding allocation and whether or not funds can be moved into the new financial year and also be re-allocated into different areas of spend. It was noted that four members of the Steering Group can authorise payments subject to inclusion of such in the approved ToR document. In relation to matters of communication between the NPSG and the PC, it was agreed that all correspondence would come through one nominated person (which would be likely to be Cllr Mrs Boulting as secretary). Leaflets for community engagement are currently being drafted, with meetings hopefully taking place on the 12th, 19th and 26th May 2025 (subject to clarification on the funding issues). It was noted by Cllr Mrs Burkill that a further possible avenue of funding would be the Newnham Solar Fund. It was not currently known whether locality funding from Central	

33/25	Government for NP's would be provided for 25/26? A delay on this decision by Government may result in our own NP process being delayed by several months. It was noted that funding was available in the PC's annual budget for the NP FOR 25/26 which could be called upon. It was noted that the new Neighbourhood Plan area of the website had been created and that at present only Cllr Spencer had been granted specific access rights. Finally, it was noted that the next meeting of the NPSG would take place on the 9th April 2025.	
	Local Government Reform Having attended several recent events regarding such, the Clerk confirmed that both PCC and DCC/SHDC had submitted their proposals to Central Government. The DCC proposal of 4-5-1 was based on combining SHDC with WDBC and Teignbridge and Torbay whilst PCC was seeking an extension to their boundary to include 13 additional parishes which included Shaugh Prior. It was noted that as a result of the County Elections taking place in May, no feedback from Central Government on these proposals was expected until late May at the earliest. It had been confirmed at recent events that there would be no impact on DNPA and they would still be the LPA for planning applications submitted within their boundary area. Furthermore, the general public will get the opportunity to comment on any proposals later in the Summer as part of a wider consultation exercise organised by CG. Considering the impact these proposals could have on our Parish, Cllr Mrs Burkill proposed that a PC working group be established which would then allow Cllr participation (on behalf of the PC) at any events held. This was seconded by Cllr Mrs Tyler who also wished to be part of this working group along with Cllr Mrs Chater. Resolved by Cllrs to establish a LGR working group, members of which shall be clarified at the AGM in May. Cllr Mrs Burkill confirmed that she would look into preparing a ToR document for the working group in due course. In view of being an employee of PCC, the Clerk confirmed that he was not involved in the LGR proposals apart from acting as the contact for the PC and that this would continue to be the case. It was the general view of Cllrs that we needed to know what the benefits would be to the PC from either of the proposals before the PC could come to any sort of conclusion (including the views of parishioners) and that all information relating to such should be shared so that parishioners could make an informed decision on the proposals.	Cllr Mrs Burkill Clerk
48/25	Planning App No 0108/25 – First floor side extension and porch reconfiguration at the White House, Shaugh Prior. It was noted that the applicant for this proposal was Cllr Sims although as he wasn't at the meeting, there was no need to Register his personal interest in this application. It was agreed that the Chair along with Cllrs Spencer and Mrs Boulting would carry out a site visit on Weds 16th April 2025 and report back to the Clerk with their views. App No 0806/25/PDM Application to determine if prior approval is required for a proposed change of use of agricultural building to a	Cllrs Stone, Spencer & Mrs Boulting

	dwellinghouse (Class C3) and for associated development (Class Q). Land at SX 572 616, Lee Moor. It was noted that there had been a number of concerns raised by residents of Lee Moor in respect of previous activities that had taken place on this site which had been subject to planning enforcement investigations. It was therefore agreed by Cllrs that this application should also be subject to a site visit (it was agreed that the Chair along with Cllrs Spencer and Mrs Boulting would visit the site on the morning of the 16th April along with either Cllrs Mrs Proctor or Chater in order to ensure that there was representation from Lee Moor). Views, following the site visit, would then be fed-back to the Clerk.	Cllrs Stone, Spencer, Boulting & Chater/ Proctor
49/25	Chairs Business The Chair had nothing to report.	
50/25	Reports from Committees – Newnham Solar Fund Cllr Mrs Burkill gave an update on the latest meeting of the Newnham Solar Fund. A new scheme administrator has been appointed and one of the long-term directors has retired. There is currently a considerable amount of money in the fund (£29k) which can be bid for. The boundary for funding bids has now been extended beyond the parish boundaries of Sparkwell and Shaugh Prior. Funding for a new bowling club building at Lee Moor has been approved. Potential projects in our parish which could be funded from Newnham Solar Fund include the NP and replacing the existing 40mph speed-activated signs on the Wotter by-pass (as well as replacing existing benches). Cllr Mrs Burkill confirmed that she would be happy to continue in her position on the board representing Shaugh Prior PC if Cllrs were in agreement? Cllrs were unanimous in their agreement for Cllr Mrs Burkill to continue.	Cllr Mrs Burkill
51/25	Dementia Friendly Parish Following the presentation made by Claire Puckey of the Four Rivers Dementia Alliance at the Feb PC meeting, the PC were required to respond to Claire on whether or not they would want to become a Dementia Friendly Parish. After some discussion Cllrs came to the conclusion that at present with a number of different workstreams underway that there wouldn't be the resource available to put the necessary time towards this initiative. However, it was something that Cllrs fully supported and it was agreed that this would be looked at again in another 6 months to see if workloads associated with the NP etc had subsided enough in order to allow sufficient resources to be directed towards this initiative. The Clerk agreed to respond to Claire Puckey on this basis.	Clerk
52/25	Review of Standing Orders 2025/26 The Clerk confirmed that the PC was required to review it's Standing Orders on an annual basis. There had been no changes requiring alterations to the existing SO's and therefore the document remains unchanged. Resolved by Cllrs to adopt the current SO's for 25/26.	

53/25	Proposed by Cllr Mrs Boulting and seconded by Cllr Spencer. Asset Register 2025/26 The updated Register of Assets as of the 31st March 2025 was presented to Cllrs. The Clerk confirmed that it now included the new notice board at Lee Moor and the removal of the bench at Wotter Surgery. As the new play equipment being installed at Wotter was not in place by the 31st March, this will have to be included in next years register of assets. Resolved by Cllrs to accept the updated Register of Assets. Proposed by Cllr Mrs Tyler and seconded by Cllr Mrs Boulting. The updated register would then be uploaded onto the website by the Clerk.	Clerk
54/25	Correspondence During the past month the following correspondence had been received:- • Various emails received from SHDC and PCC regarding LGR (which were all circulated to Cllrs). • Email from Mr Laughlin who is just about to move into Shaugh Prior village and wished to express his desire to be involved in the Emergency Plan. It was noted that the skills Mr Laughlin has (training first aid etc) would be ideal. It was agreed that the Clerk would respond thanking him for his interest and we would like to accept his offer of involvement in the EP once we get around to re-commencing with the meetings regarding such. • Email from DCC Public Transport regarding changes to bus services. It was noted that service 59 (which serves our parish) will be changing to Stagecoach from Plymouth City Bus. • Email from Devon Air Ambulance regarding start-up of the community landing site at Lee Moor. Cllr Mrs Burkill commented that this was a puzzling email as the PC had previously been told that the CLS at Lee Moor was no longer required? It was agreed that the Clerk would respond to the email seeking clarification on this. • Devon Climate Change Emergency Newsletter for March 2025 (circulated to Cllrs) • Email newsletter from NALC • Email newsletter from SLCC • Email newsletter from DALC.	Clerk
55/25	Finance The Clerk confirmed that on the 1st April 2025 there was the sum of £26,135.83 in the Treasurers Account. The paperwork and forms had now been received by the Clerk for the Annual Governance and Accountability Return (AGAR), with the deadline for the submission of paperwork being the 30th June 2025. As our income/expenditure for 24/25 has gone over the £25k threshold, we will be required to submit the necessary paperwork for a limited assurance review.	Clerk

56/25	Payments and Receipts It was agreed to make the following payments: £22.00 direct debit payment to EDF Energy (electricity for Wotter defib) £785.12 cheque to Scott Smy (3 months Clerks wages Jan-March) £523.60 cheque to HMRC (PAYE for 3 months Clerks wages) £86.40 cheque to WesternWeb Ltd (set-up of email cloud for emails) £118.80 cheque to J & MJ Widdicombe (Parish Lengthsman drainage works in March) £347.28 cheque to DALC (annual subscription fee 25/26) £36.00 direct debit payment to SHDC (A3 plans for NP) £132.00 direct debit payment to SHDC (payroll services 24/25) £13,405.20 cheque to Rhino Play SW Ltd (final 50% payment for works to Wotter Play Area) Receipts None	
57/25	Works and Maintenance Prior to the meeting, The Clerk circulated two options for the sign required on the access track serving Wotter Play Area (informing visitors that access is by-foot only). Of the two options put forward it was agreed by Cllrs to proceed with Option A, with the total cost for supply and install being £236.21. It was agreed by Cllrs to instruct Mr Friend (who provided the cost estimate) to proceed on this basis.	Clerk
58/25	Date and Place of Next Parish Council Meeting (AGM) The next meeting of Shaugh Prior Parish Council is the Annual General Meeting (AGM) which will take place on Wednesday 7th May 2025 at Shaugh Prior Recreation Hall starting at 7.30pm. The meeting closed at 9.05pm Signed:.....Chairman Date:	