

Shaugh Prior Parish Neighbourhood Plan Steering Group

Minutes of Meeting @ Moorland Hotel Tuesday 16th September 2025 @ 1900 hrs

Present: Tim Clewer, Simon Francis, Tim Thomas, Cllr. Keith Stone, Pam Golding, Lesley Nel, Cllr. Vanessa Tyler, Jennie Winter, Julia Sanders

Apologies: Cllr. Nay Proctor, Jason Elmers

The Minutes of the Steering Group Meeting of 26th August 2025 were agreed and approved.

MATTERS ARISING:

JS - Notes of thanks to former Chair and Secretary completed and sent.

Allotments had arisen from Neighbourhood Plan discussion: One person has offered land for this purpose.

TC has referred this to Cllr. Nay Proctor to follow up.

Questionnaires:

JS -The three postboxes continue to be monitored at Lee Moor Hall, Moorland Hotel, and White Thorn.

Thanks go to SF and JS for uploading paper copies.

Members are asked to remind and encourage parishioners to fill in the Questionnaires.

The Presentation slides: are available on the Parish website, so far there have been no follow up questions received.

TC - To put article regarding this in the next Parish News and include a link directly to the site.

School as a Community Asset: Cllr. Tony Carson has stated that the Federation still hold the Lease to the School.

KS stated the Parish Council were arranging a meeting with the Trustees to discuss the issue of the future plans. Date to be arranged.

TC mentioned that the future of the School will probably not be written into the N/Plan, however we can express our interest through the Parish Council.

The School is an item of discussion because Assets of Community Value were raised at the Consultations.

Other items of Community Value were the White Thorn and a question of the Village Halls.

Tony Carson recommended we register the School as an Asset of Community Value as it is still registered as a School.

LN - Stated the need to identify a Group to take this forward - Parish Council?

LN - To draft a summary to go into the Chair's Report for the Parish Council

VT - To arrange with Parish Clerk for the subject to be placed on the Parish Council Agenda

Parish News:

TC to place N/Plan article for next issue of Parish News

MAIN ITEMS:

Constitution: The Officers were confirmed as -

Chair	Tim Clewer
Vice-Chair	Simon Francis
Finance	Tim Thomas
Secretaries	Lesley Nel/ Julia Sanders

A Vote was taken to approve the Constitution which had been previously circulated.
Proposed by Pam Golding. Seconded by Lesley Nel.
All were in favour. The proposal was carried accordingly.
All members present signed the Constitution at the end of the meeting.

Draft Plan.

The Group set up to prepare Plan (Delivery Team) were: SF. LN. DD. TC

Much Consultation work already completed and will close at the end of October.
Questionnaire still operating.
The Presentation shown at the Housing event in August, is now on the Parish Website.
TC to meet with Parishioner from Shaugh Prior over proposed development boundaries.

To continue with publicity to attract and remind people to complete.
South Hams will decide if the consultation information will be sufficient to go ahead.
JW confirms 123 Questionnaire responses received on-line to date.

Plan for Delivery Team -

DD has offered to produce an initial draft plan, using data drawn from the Questionnaire, and the Consultation Events.

The Refining process conducted by the Delivery Team will then help to form the Draft Plan which will then go to the Steering Group.

If questions of debate arise from which we need a view on, decisions will only be made at a Steering Group Meeting with a Quorum, and voted upon.
It is envisaged to send the Draft Plan to our Consultant Deborah, who has 3 days work in hand, then to South Hams by January.

SF to ask Consultant the next steps.

Housing Presentation Forum Note:

SF has provided wording for each map. Although the maps are referencing proposed locations that arose in Consultation, these will not be presented in the N/Plan.

If parishioners ask question about proposals, please refer them to TC who will answer them consistently.
Group members should not make judgements or decisions. These are only made at Steering Group Meetings.

Collating Paperwork

LN & JS To gather information from Consultation
JW Provided 'missing' posters and paperwork, however the signing-in sheets from the Community Events are still missing.

VT had question on Renewable Energy which will be discussed as appropriate in producing the draft plan.

The Draft Plan will include comments which represent the responses from the Consultations.

TC - Confirmed the Draft Plan would to be presented to Steering Group before being sent to South Hams DC

Discussions can only be made by voting at a Steering Group.
If anyone abstains they cannot be counted for the Quorum which could affect the decision making.

JW asked about the criteria using the data and how it was representative of the responses received.

Finance Update

TT discussed the Fundraising possibilities
TT was given the go-ahead to proceed with the Newnham Solar Farms Grant
LN suggested we ask for enough grant to cover an external event. Around £140.
We also have £500 from Parish Council which is available to use.
To obtain funding from other available sources/grants where possible.

Commercial Consultation

Team : TC TT SF & JS
The Commercial Event is booked for Wednesday 15th October @ 11:00am @ Moorland Hotel - Ground Floor Meeting Room.
TT drafted Invitation letter with response date agreed as 7th October.
An email address list has been compiled for businesses in the parish.
The invite will go out to those people/businesses.
TT showed draft letter on screen.
Also the business list which was updated.
All Farmers will be included by SP Commoners Assoc. via the Secretary.

Commercial Consultation will discuss 4 Heading Titles which can be added to, and were displayed by TT.

The team will finalise the address list
A team meeting to be arranged for the 7th October to determine what happens on the day.
VT offered help on the day.

Youth Engagement

We have been unable to hold a youth engagement event.

There is no one place the youths gather, there a number of busses going out to outlying schools but our parish school is closed.

After lengthy discussion It was agreed there was no realistic way of communicating with the children and young people.

Non-N/Plan Projects.

The following was brought up at recent Consultations:

Assets of Community Value - already discussed. The White Thorn is the only building in the Parish presently registered as a Community Asset.

LN to summarise a short report from Consultation Information.

TC to take this forward to SPPC.

Hawks Tor - ex RAF Home Chain Radar Site near Beatland Cross. To be discussed at next meeting. Land owned by David Cobbald but within Dartmoor National Park.

Lee Moor Footpath - in state of disrepair.

Who takes ownership of the problem.

Further discussion led to this being revisited at a later meeting

Allotments - Nay Proctor to take this up as previously recorded.

Date of next Steering Group Meeting:

Wednesday 15th October - Moorland Hotel @ 19:00 hrs.

Meeting closed 20:30