

MINUTES
of
SHAUGH PRIOR PARISH COUNCIL
Meeting
Held on
Wednesday 1st October 2025
at
Lee Moor Public Hall

Present: Vice Chairman Cllr Mrs Burkill
Cllrs Mrs Chater, Mrs Tyler, Mrs Proctor and Mrs Francis-McLeod

District Cllr Nicky Hopwood

0 Members of the public

Apologies: County Cllr Tony Carson, Cllr Smerdon (DNPA Rep)
Marica Lyndon (Tungsten West)

Minute Number		Action
126/25	Open Forum In the absence of Cllr Stone, the meeting was Chaired by the Vice-Chair Cllr Mrs Burkill. As there were no members of the public in attendance, no questions were raised. Cllr Nicky Hopwood referred to her attendance at the meeting as she was aware that the PC was not getting good representation from Cllr Chris Oram. She confirmed that she wasn't representing Cllr Oram and was there to answer any questions or queries relating to District Council matters. Cllr Hopwood mentioned that the main issue for SHDC was in relation to LGR and that she supported the 5-4-1 model proposed by SHDC. It was noted that the LGR event held at Shaugh Prior Hall at the start of September was very well attended. In respect of Cllr Oram's continued absence at PC meetings, it was agreed that the Clerk would raise this with Cllr Dan Thomas, the Leader of SHDC. The Vice-Chair and Cllrs wished to thank Cllr Hopwood for taking time out of her schedule to attend the PC meeting. Whilst not able to attend the meeting, Marica Lyndon from Tungsten	Clerk

	West (TW) provided a brief update on issues relating to the mine which was as follows: • Fund raising on going with very high interest – still aiming for full investment the end of December – Construction to start Q1 2026 • Visited car park (Air Camp) which requires repair – confirmed we have not the amount of aggregates required to fill pot holes, however I have reached out to one of our contact and I should be in a position to arrange a deliver in 2 weeks from another site.	
127/25	Declarations of Interest No declarations had been received by the Clerk.	
128/25	Police Report The following police report for the month of September was received prior to the meeting and was read out by the Clerk: Persons reported missing – x3 Person found in possession of cannabis Road traffic collision Wildlife crime (fox hunt) Harassment/civil dispute over unpaid work Theft reported by visitor to the area. Motorcycle in quarry	
129/25	County and District Councillor Reports Although he was not able to make the PC meeting, Cllr Carson provided the following detailed report which was circulated around to Cllrs: LGR DCC have now gone public with their 9-1-1 option, the 11 key benefits of which are: <i>Financial Sustainability and Efficiency</i> - It creates a more financially resilient Devon with a highest scope for efficiencies, helping to cover forecasted budget deficits, short payback period (2 years), and avoids high transition costs. <i>Smarter Use of Resources</i> - Maximises economies of scale, reduces duplication, and enables rapid integration of services for better value and delivery. Merging key services that have an important stake in enabling sustainable development will help to unleash our economic and housing potential. <i>Protects and Improves Key Services</i> - Maintains momentum in improving children's and SEND services, avoids disruption to county-wide services, including adult social care, and enhances public protection. <i>Supports Public Sector Workforce</i> - Aids recruitment and retention, offers career stability, and strengthens the public sector workforce. <i>Agile and Responsive</i> - Greater capacity to respond to risks and opportunities through streamlined governance and service delivery.	

	<i>Strengthened Partnerships</i> - Builds on existing collaborations with NHS, police, and voluntary sectors to improve outcomes and reduce operational risks. <i>Keeps Democracy Local</i> - Enhances local governance, supports town and parish councils, and ensures decisions are made close to where people live. <i>One Front Door for Services</i> - Simplifies access to all council services online, by phone, or in person making it easier for residents. <i>Respects Local Identity</i> - Maintains existing boundaries and recognises the unique identities of Devon, Plymouth, and Torbay. <i>Empowers Local Communities</i> - Focuses on place-based delivery, recognising the unique strengths and needs of different communities. <i>Minimises Disruption and Confusion</i> - Avoids splitting services or creating uncertainty during transition, ensuring continuity and clarity for residents. Strategic Plan for the next four years Setting out a vision to build “a positive future for Devon where everyone thrives”, has been approved by councillors today (Thursday 4 September). The Strategic Plan for 2025-2029 has been developed with input from County Councillors, the Devon Youth Council and interim findings from the New Devon survey which has been running since July to ask people for their views on local authority services. The plan has a clear focus on children and young people across all of its priorities and we will seek regular feedback from the Devon Youth Council. A separate Strategic Plan is also being developed for Devon Children, Young People and Family Wellbeing. Could You Foster a Child in Devon? Fostering Devon is looking for kind, patient, and committed individuals to provide safe and loving homes for children who need them most. Whether you're single, married, retired, working, or have never parented before—if you have a spare room and a big heart, you could make a life-changing difference. Interested? Call 0345 155 1077 or email foster@devon.gov.uk. Visit www.fosteringindevon.org.uk to learn more. Devon 20 is Plenty – Safer Streets for Everyone! This was an initiative raised as a Note of Motion at Full Council and passed by the majority of the Council. The idea being that the criteria to have 20mph limits is community not incident driven. This is a good initiative seeing communities speak up. There is no funding for this from the Council so the idea is you fund it from Parish Council Precept of other sources. Pot Holes The first repairs of a seven-week pothole repair trial have been carried out in Devon. Work has started on the pilot scheme which will see Devon Highways filling all potholes, not just safety defects, in selected trial areas of the county for the rest of this month and throughout October. The trial areas cover parts of Barnstaple as well as areas in Hatherleigh, Chagford and North Tawton. The aim will be to establish the implications of taking a more proactive approach to fixing potholes before they become “safety defects”.	
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130/25	Library users visiting our libraries You can now borrow a blood pressure monitor and a book at the same time. It's all part of The 'One Devon' initiative, led by Devon County Council Public Health, Libraries Unlimited and NHS Devon ICB, and has been launched as part of the local Check Your Blood Pressure campaign to mark Know Your Numbers! Week Over 50 of our libraries now have blood pressure kits which can be borrowed for up to three weeks. The kits include a monitor, a simple instruction leaflet, a blood pressure diary to record the readings, and advice on what to do if numbers are high. Local to Shaugh Prior Parish A meeting of the LLG with Tungsten West, the three local Parishes and other stakeholders was held on 10th September. Shaugh Prior was represented by the Chairman Cllr Keith Stone. The very valid point raised at the previous Parish meeting that the Parish Council had not been informed by DCC that as a default position Shaugh Prior Primary School's cohort would be schooled at Cornwood was raised with the Interim Director, who asked me to apologise to the Parish Council. The first communication must be to parents, carers and other stakeholders and was the responsibility of the Federations executive. I take some responsibility for the delay in raising this in late July as I am your representative on DCC and their representative at your Parish Council. Your Chairman, Cornwoods Chairman and myself have a meeting with the Executive Head of The Moorsway Federation in Cornwood on 23rd October for an update. If the school is handed back to DCC by the Federation I have and will continue to ask DCC to actively engage the Parish over its future use. As I have previously mentioned I am given reassurances by DCC it will remain as an education environment come what may. In Cllr Oram's absence there was no District Cllr Report. DNPA Report Cllr Smerdon provided the following report which was read out by the Clerk: The process to appoint a new DNPA Chief Executive to replace Kevin Bishop is underway, the post is advertised and we hope to be in a position to confirm the new person by December. Kevin has agreed to delay his departure until the end of our financial year in March, to take account of notice periods and ensure a smooth handover. National Parks England have written to the Secretary of State Emma Reynolds expressing deep concern that Government may seek to water down or repeal the Protected Landscapes Duty in pursuit of housing and infrastructure targets. This is an essential structural mechanism to help improve our national resilience, recover nature, clean up our water and respects, restores and enhances England's most loved landscapes.	
131/25	Minutes of the Meeting held on Wednesday 3rd September	

	2025 All Cllrs at the meeting agreed that they had received a draft copy of the minutes of the September PC meeting and that they were an accurate reflection of the minutes of that meeting. Proposed by Cllr Mrs Chater and seconded by Cllr Mrs Proctor Resolved by Cllrs to agree the draft minutes of the September PC meeting.	
132/25	Matters Arising	
8/25(a)	Highway Matters Cllr Tyler raised issues with the gates being difficult to open at the cattle grids at the Bowling Green and also at Collard Lane. It was agreed that the Clerk raise this with Nick Colton. Cllr Mrs Burkill referred to complaints received regarding the 20 mph speed activated sign located outside Shaugh Hall, with several parishioners questioning this location for the sign. It was confirmed by the Clerk that this position had been chosen specifically by DCC Highways. In respect of the on-going issues regarding the operation of this sign, it was agreed that the Clerk would speak to DCC Highways to obtain their advice in relation to getting the sign operational.	Clerk
8/25(b)	Shaugh Prior Community Fund An application for a grant of £250 was received from Shaugh Prior Parish News to help with costs associated with producing the monthly parish magazine. It was confirmed that there was funding available within the community fund for such (although it had been confirmed at the previous PC meeting to reduce the level of funding from £1400 to £700. Proposed by Cllr Mrs Francis-McLeod and seconded by Cllr Mrs Chater to approve the grant request. Resolved by Cllrs to approve the grant payment for £250 for Shaugh Prior Parish News.	Clerk
8/25(c)	Tribute to Cllr Norman There were no further updates from Peter Davies in respect of this item.	
8/25(d)	Wotter Play Area Improvements Working Group The Clerk was still to hear back from Rhino Play on the defects identified followed a recent play area inspection by SHDC. He agreed to chase them for an update. It was also noted that the new signs are the play areas needed to be instructed. Reference was made to recent concerns raised on the community Facebook page regarding access to the play area being restricted by parked vehicles. It was acknowledged that this was a long-standing issue and not one that the Parish Council could address in isolation.	Clerk
8/25(e)	Neighbourhood Plan Prior to the meeting, Tim Clewer kindly provided a report from the NP	

	Steering Group for the month of October which was circulated to Cllrs. No further consultation events have taken place whilst the work of publicising and collection of the NP questionnaires is on-going (the public consultation closing at the end of October). Slides of the presentation given at the steering group meeting held on the 16th September 2025 can be viewed on the website. Discussion took place at that meeting regarding the future of the former primary school building at Shaugh Prior and having it listed as an asset of community value. The process of drawing up a first draft of the NP will begin shortly and it is hoped this will be concluded by the end of the year. The draft constitution for the NP Steering Group was also approved at the above-mentioned meeting and will also be published on the website. A further consultation event for businesses/commercial operators active in the parish is planned for the 15th October at the Moorland Hotel. If anyone has any questions or queries relating to the NP then please contact Tim Clewer by email or by phone (contact details being in the Parish Magazine).	
33/25	Local Government Reform (LGR) Cllrs discussed a draft letter produced by Yealmpton Parish Council on behalf of the 13 parishes impacted by PCC's proposals which objects to the proposed boundary changes. It was the view of Cllrs that our PC could not 'opt-in' to this letter until we had consulted with and received a collective response from our parishioners on their views on the 3 LGR proposals put forward by DCC, PCC and SHDC. It was agreed that Cllr Mrs Francis-McLeod would produce a simple spreadsheet questionnaire which could then be shared on both the website and local community Facebook page, with an agreed deadline for responses being 31st October 2025. The Clerk confirmed that DCC had now provided further information on their 9-1-1 proposal for LGR whilst a meeting of the 13 parishes was due to take place at Yealmpton Community Centre on Friday 10th October 2025 (which will be attended by the Clerk). It was noted that the SHDC LGR information event held on the 9th September 2025 at Shaugh Hall was very well supported.	Cllr Mrs Francis-McLeod
51/25	Dementia Friendly Parish Following the resignation of Cllr Sims, Cllr Mrs Francis-McLeod has now kindly agreed to pick up this initiative on behalf of the PC.	
120/25	Parish Cllr Vacancies As a result of the resignation of Cllr Sims, the PC now has two Cllr vacancies to fill. Following completion of the statutory notice period, SHDC have confirmed that an election will take place and this is likely to be on the 13th November 2025. Further details regarding the Notice of Election and Nomination Papers will be sent out in due course. Although costs are currently unknown, the need for the election will have a significant cost implication for the PC.	

133/25	Planning The Clerk made reference to the fact that the Permission in Principle (PIP) planning application submitted for the erection of 6-9 dwellings on land adjacent to Lilymoor at Lee Moor (app no 0438/25/PIP) had now gone to appeal following a planning recommendation of refusal of the application. Whilst the PC could provide additional comments if considered necessary, the Clerk agreed to review the decision notice produced by SHDC to make sure it encompassed all of the concerns raised by the PC? If it did then it was agreed that no further response to the Planning Inspectorate was necessary.	Clerk
134/25	Chairman's Business The Vice Chair Cllr Mrs Burkill wished to remind Cllrs of the social media process and any posts being uploaded on behalf of the PC should go through the Parish Clerk first for sign-off. In addition, they should be careful and think carefully about any posts which are shared (even on their own private Facebook accounts) and the need to adhere to the adopted Cllr Code of Conduct at all times. Cllr Mrs Burkill also revealed that she and the Clerk immediately prior to the meeting had received confirmation of Cllr Mrs Boulting's decision to resign from the Parish Council with immediate effect. The Clerk confirmed that he would make SHDC aware of this further Cllr vacancy and this would now also be subject to the 14-day notice period. Cllrs were sad to hear that Cllr Boulting had made this decision but fully understood and appreciated the reasons for her doing so.	Clerk
135/25	Reports from Committees A local liaison meeting for Hemerdon Mine had taken place during September which was attended by the Chair. However, in the absence of Cllr Stone there was no update.	
136/25	Correspondence During the past month the following correspondence had been received:- • Various emails received from SHDC and DCC regarding LGR (which were all circulated to Cllrs). • Email from a parishioner relating to a formal complaint (discussed during Part 2) relating to social media. • Email from a parishioner relating to a formal complaint (discussed during Part 2) relating to publication of MP petition on website. • Email from Ruth Leonard Williams regarding South Hams Energy Assembly Event taking place on Sat 18th October 2025. • Devon Climate Change Emergency Newsletter for September 2025 (circulated to Cllrs) • Email newsletter from NALC • Email newsletter from SLCC • Email newsletter from DALC.	

137/25	Finance The Clerk confirmed that on the 1st October 2025 there was the sum of 20,532.35 in the Treasurers Account which included the second annual precept payment of £7,949.50 from SHDC.	
138/25	Payments and Receipts It was agreed to make the following payments: £835.52 cheque to Scott Smy (3 months Clerks wages including back-dated pay) £557.20 cheque to HMRC (PAYE for 3 months Clerks wages) £283.45 cheque to James Friend (supply and installation of sign on track to Wotter Play Area – re-issue of cheque 02315) £532.05 cheque to James Friend (replacement parts for damaged play equipment – reissue of cheque 02317) £31.57 cheque to Scott Smy (reimbursement of postage and office sundries) £369.00 cheque to Scott Smy (reimbursement for purchase of new HP laptop) £105.00 cheque to SLCC (renewal of membership 25/26) £250.00 cheque to Shaugh Prior Parish News (grant payment 25/26) £56.56 direct debit payment to EDF Energy (electricity for Wotter defib) Receipts £7,949.50 BACS payment from SHDC (second annual precept payment)	
139/25	Works and Maintenance The Clerk confirmed that James Friend was still currently working his way through the list of defects picked up by SHDC following their recent inspections of both play areas. The Clerk had also gone back to Rhino Play and asked them to address those defects picked up in relation to the new play equipment installed at Wotter Play Area under the current warranty.	
140/25	Date and Place of Next Parish Council Meeting The next meeting of Shaugh Prior Parish Council will take place on Wednesday 5th November 2025 at Lee Moor Public Hall starting at 7.30pm. The meeting closed at 8.37pm Signed:.....Chairman Date:	