

**MINUTES**  
**of**  
**SHAUGH PRIOR PARISH COUNCIL**  
**Meeting**  
**Held on**  
**Wednesday 5<sup>th</sup> November 2025**  
**at**  
**Lee Moor Public Hall**

Present: Chairman Cllr Stone  
Cllrs Thomas, Clewer, Mrs Chater, Mrs Tyler, and Mrs Francis-McLeod

District Cllr Abbott  
County Cllr Carson  
DNPA Rep Cllr Smerdon

4 Members of the public

Apologies: District Cllr Oram, Cllrs Mrs Burkill and Proctor

Minute Number		Action
141/25	<p><b>Open Forum</b></p> <p>The Chair opened the meeting by welcoming newly appointed Cllrs Clewer and Thomas who had been elected to office following the uncontested election. Both had signed their Acceptance of Office forms prior to the meeting starting.</p> <p>Marica Lydon of Tungsten West (TW) gave a brief update on matters relating to Hemerdon Mine. Things were currently progressing in respect of securing the necessary investment and that they hope to confirm the schedule of funding by the end of the year. As part of their due diligence, the National Wealth Fund may seek meetings with the PC to discuss matters relating to the operation of Hemerdon Mine (which included when the mine was operated by Wolf Minerals). Discussion then took place in relation to a letter of intent awaited from Sue Penaluna at DCC regarding the funding for the TRO (Traffic Regulation Order secured through the S.106 Agreement) in order for DCC to implement a reduction in the speed limit on the B3417 Lee Moor Road to 40 mph. Whilst Marica confirmed that there were currently some unknowns in respect of the funding programme, it was noted that if funding was not available from TW at the appropriate time</p>	

	<p>then DCC could continue with the TRO and seek to recover the associated costs from TW.</p> <p>Several members of the public at the meeting enquired about the Permission in Principle planning application submitted for land at Lilymoor, Lee Moor. The Clerk confirmed that the planning application had been rejected by SHDC and had now gone to Appeal and we await the decision of the Planning Inspectorate. The Clerk confirmed that in its refusal decision, SHDC had referred to many of the issues raised by the PC in its response to the planning application and as such it was not necessary to provide any further evidence in relation to the planning appeal.</p> <p>Julia Sanders confirmed that she would be away for the December PC meeting and therefore asked if the PC could provide a small donation towards the cost of the Xmas Tree for Shaugh Prior. This was noted by Cllrs. Julia also wished to express her thanks to the Clerk as December will be his last PC meeting. It was noted that the request for replacement notice boards for both Wotter and Shaugh Prior would have to be picked up by the new Clerk.</p>	
142/25	<p><b>Declarations of Interest</b></p> <p>Cllr Thomas wished to raise an interest in relation to Minute Agenda Item 33/25 which was noted and recorded by the Clerk.</p>	
143/25	<p><b>Police Report</b></p> <p>The Clerk confirmed that no report had been received.</p>	
144/25	<p><b>County and District Councillor Reports</b></p> <p>County Cllr Carson provided the following detailed report which was circulated around to Cllrs:</p> <p><b>LGR</b> DCC have now gone public with their 9-1-1 option (which was referenced in last months report). And can be viewed following this link: <a href="#">View it as a Web page</a></p> <p>What next? - Final proposals need to be submitted to government by Friday 28 November. The Secretary of State will then decide which one(s) will go to statutory stakeholders for consultation during the first half of 2026. A final decision is expected to be made in the summer, following which any required legislation needs to be passed before a shadow authority is created in 2027, with the new authority 'vesting' or commencing from 2028.</p> <p><b>Funding Opportunities</b> Species Recovery Programme – Apply by 2<sup>nd</sup> November 2025. Natural England has opened a new programme under the Species Recovery Programme aimed at supporting the recovery of threatened species in England. The scheme seeks ideas that target the species listed in the Threatened Species Recovery Actions (TSRA) dataset –</p>	

	<p>this includes plant and animal species that require bespoke interventions.</p> <p>Percy Bilton Charity - The Percy Bilton Charity provides grants for the purchase of furniture and equipment to support people in need. Applications are accepted from registered charities that are supporting one or more of the following groups: You can apply for a large grant for capital expenditure of approximately £2,000 and over.</p> <p>W.G. Edwards Charitable Foundation - The W.G. Edwards Charitable Foundation provides grants to registered charities that provide care and improve the wellbeing of people over the age of 65. You can apply for a grant of £1,000 to £1,500 for capital works and innovative projects: Salaries and everyday running costs cannot be covered.</p> <p>Clothworkers' Foundation - The Clothworkers' Foundation makes grants through its Open Programme for capital projects such as buildings, equipment, vehicles and digital infrastructure such as websites, databases and apps. You can apply to the Clothworkers' Foundation if you are a registered charity, CIO, CIC, exempt charity, or special school.</p> <p>BlueSpark Foundation - BlueSpark Foundation supports the education and development of children and young people by providing grants for educational, cultural, sporting and other projects. The foundation aims to help children and young people between the ages of 5 and 22 to reach their full potential.</p> <p>Help the Homeless - Help the Homeless provides small grants (up to £5,000) for registered charities that are supporting homeless people. The funding is for capital costs only. The aim of the funding is to assist individuals to return to mainstream society and rebuild their lives. Registered charities with an annual turnover of less than £500,000 may apply.</p> <p>Yapp Charitable Trust - The Yapp Charitable Trust offers grants towards the core funding of registered charities with a total annual expenditure of less than £40,000. The support is for charities whose work focuses on the following priority groups. Grants can be made towards running costs for up to three years, for a maximum of £3,000 per year.</p> <p>Foundervine Breakthrough - This is a new accelerator programme, running from November 2025 to February 2026, to support disabled entrepreneurs who want to expand their business. The initiative combines expert-led training, tailored funding advice and opportunities to connect with peers who have lived experience. There are twenty places available on the programme.</p> <p>Arnold Clark Community Fund - Grants are available for community projects and for organisations supporting people experiencing hardship or you can apply for a free youth sports kit for your team. The funding comes from the Arnold Clark Community Fund which was set up to support community groups and charities that benefit their local community.</p>	
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	<p>Nature save Trust - The Nature save Trust has announced that its theme for grant applications this autumn is 'biodiversity'. Grants of up to £5,000 are available for biodiversity projects such as: Applications can be submitted by any organisation: the preference is to fund charities, social enterprises and grassroots community organisations. Your organisation and/or project must have a website.</p> <p><b>Local to Shaugh Prior Parish</b>  HATOC met on 4<sup>th</sup> November 2025 with a verbal discussion on the B3417 speed limit. We are hoping for further progress on funding by the next HATOV meeting in the new year.  School visit – I will let your Chairman brief you on these matters.  I am looking forward to receiving a Locality Budget application from the Parish in due course, and certainly before the end of March 2026.</p> <p>Cllr Abbott provided the following report:</p> <p><b>Local Government Reorganisation</b> - Proposals are being firmed up and there will be votes at County and District soon. My personal position is not to support any proposed by Plymouth, Torbay or Exeter, and only the County's and the District's should they oppose expansion by Plymouth to my Division of Ivybridge. What guidance would Shaugh Prior PC like to give me on voting? SHDC will have its document ready close to or on the submission date of 28 November.</p> <p><b>Postal Vote Renewal</b> - Please remember to renew your Postal Vote if that's your preferred voting method</p> <p><b>Dog Fouling</b> - SHDC is asking all dog owners to avoid the health risks of dog fouling by bagging and binning dog waste responsibly. Dog mess can be reported on the SHDC website – just search "report dog fouling".</p> <p><b>Warmer Homes Local Grant</b> - Coming in early 2026 - a three-year Government funded scheme worth over £1.6 million. This programme could help improve up to 80 more homes across South Hams, tackling cold, damp and poor energy efficiency. The scheme is aimed at households who are on a low income, living in homes that are hard to heat, or struggling with issues like damp and poor insulation. Eligible residents will be supported through the process from start to finish. Working closely with community partners such as South Dartmoor Community Energy, we will identify and support eligible households to make sure every pound of funding makes a real difference to local families.</p> <p><b>Thermal Imaging Camera Scheme launched to support warmer, healthier homes</b> - We have officially launched our next iteration of our thermal imaging camera scheme, offering practical support to communities across the District to help residents identify heat loss in their homes and improve energy efficiency. This scheme is part of our wider commitment to tackling the climate emergency, supporting residents through the cost-of-living crisis, and improving health outcomes linked to cold, damp housing. Thermal images show where heat is escaping, helping residents make informed decisions about</p>	
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	<p>insulation and other retrofit measures. Communities interested in taking part should apply as soon as possible via the Council website. More information and application form: <a href="http://www.southhams.gov.uk/thermal-camera-hire">www.southhams.gov.uk/thermal-camera-hire</a></p> <p><b>Apprenticeship opportunities – Planning Business Support Team and Revenues &amp; Benefits Team</b> - We have two new opportunities for residents to join our Planning Business Support team and Revenue &amp; Benefits Team as apprentices. These apprenticeships offer hands-on experience to contribute towards professional qualifications. Closing date for applications: Sunday 9 November 2025. Find out more and apply via <a href="http://www.southhams.gov.uk/recruitment/apprenticeships">www.southhams.gov.uk/recruitment/apprenticeships</a></p> <p><b>Call for Sites begins</b> - Following the decision to begin a new local plan process later this year, South Hams and West Devon councils will be contacting landowners, developers and agents to submit land which they would like to be considered as future development options. If Councillors or Officers know of landowners that wish to promote land for any of the following land uses, SHDC officer contact details can be provided, who will be able to provide a link to the site submission portal:</p> <ul style="list-style-type: none"> <li>• Housing – including affordable-led and exception sites</li> <li>• Employment</li> <li>• Gypsy &amp; Traveller</li> <li>• Renewable Energy</li> <li>• Biodiversity Net Gain and Habitat Bank</li> </ul> <p><b>SeaMoor Lotto Super Draw</b> - Since its launch, SeaMoor Lotto has raised thousands of pounds for local small charities in the South Hams. Our website lists the support to good causes and you can also register a new cause if it's not already on the list.</p> <p><b>NHS App</b> - NHS Devon is encouraging residents to take control of their health this winter through the NHS App. Record numbers of patients in Devon are now accessing services through the NHS App, which has become an essential tool for managing healthcare needs conveniently and efficiently. It's particularly beneficial during winter as illnesses such as flu, RSV and COVID-19 spread more easily in the UK during colder months when people spend more time indoors. The NHS App helps users order repeat prescriptions and nominate a pharmacy for collecting medication, book GP appointments and locate nearby NHS services – all without needing to wait for surgery opening hours or make a phone call.</p> <p><b>Joint Health and Wellbeing Strategy</b> The Devon Health and Wellbeing Board have drafted the new Joint Health and Wellbeing Strategy. This strategy sets out how they will work together to understand local needs, set shared priorities, and take action to improve people's health and wellbeing. The board are keen to ensure that the strategy represents the health and wellbeing needs our communities, so organisations and members of the public in Devon are invited to have their say on the strategy through our consultation and continue to help contribute to its development. The consultation will run for six weeks from Thursday 23 October to Thursday 4 December. Please follow this link to the consultation page, which</p>	
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145/25	<p>includes the draft strategy, a link to the consultation questionnaire and further information: <a href="https://devon.cc/jhws-consultation-2025">devon.cc/jhws-consultation-2025</a></p> <p><b>DNPA Report</b></p> <p>Cllr Smerdon provided the following report:</p> <p><b>Raising Awareness</b> - Over the past year the Health and Safety Executive have become increasingly concerned at the increasing amount of incidents involving walkers and cattle, particularly newly calved cows, across the uplands including Dartmoor. DNP have had several meetings with the HSE, Dartmoor Commoners Council and others, resulting in us working with the BBC across tv, radio and socials to highlight the message, and also new signage which has recently been put up for the autumn calving season. Online there has been some kickback on the language used as we have moved from our normal direct messaging and used 'stay at least a bus length away from mummy cows and their babies'. The tone of the comms is aimed to be inclusive and to reach those who are not regular (or first time) visitors to Dartmoor and are not aware that open spaces will have cows present. We will be assessing the impact and success of the signs across the season of autumn calving but critically the signs have already been highlighted and if we have no blue light cattle incidents over the coming months then the signs have been a success! It was noted that livestock deaths on the roads over the moors remains an on-going problem although the home-made livestock signs made several years back were very successful in reducing speeds and livestock fatalities in the Parish.</p> <p>Cllr Clewer highlighted that during recent NP discussions, the need for improved signing within the National Park was raised on a number of occasions.</p> <p><b>Princetown Visitor Centre Closure</b> - It is a landmark week for all the wrong reasons: on Friday the National Park Visitor Centre at Princetown closed its doors to the public for the last time. A sad day that has been a long time coming. We successfully lobbied for additional money under the previous Government but that was a 'one off sticking plaster'. While the rent is not a problem, the full repairing lease on a Grade 1 listed building has become a massive burden. Earlier this year Members agreed to use money from reserves to keep the Visitor Centre open beyond March 2025 (the planned closure time) in order to allow the local community and businesses to potentially develop a different operating model. Sadly no 'phoenix has arisen from the ashes'; indeed, some of the businesses that wanted us to keep the Centre open have themselves had to close. The closure is a result of almost 17 years of continued cuts to our core funding. It is not a reflection on the passion and commitment of staff who have worked at the Visitor Centre – no one could have given more under stressful and trying circumstances. Our thanks to those staff and apologies to those who are losing their jobs at the end of the week.</p> <p>Cllr Smerdon confirmed that in respect of LGR, DNPA had maintained a neutral stance although some Districts provided Cllrs who sat on the National Park and clearly the proposals would impact upon them.</p>	
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146/25	<p><b>Minutes of the Meeting held on Wednesday 1<sup>st</sup> October 2025</b></p> <p>All Cllrs at the meeting agreed that they had received a draft copy of the minutes of the October PC meeting and that they were an accurate reflection of the minutes of that meeting. Proposed by Cllr Mrs Francis-McLeod and seconded by Cllr Mrs Chater. Resolved by Cllrs to agree the draft minutes of the October PC meeting.</p>	
147/25	<p><b>Matters Arising</b></p>	
8/25(a)	<p><b>Highway Matters</b></p> <p>The Clerk confirmed that the issue of the gates being difficult to open at the cattle grids at the Bowling Green and also at Collard Lane had been reported to DCC Highways (Nick Colton).</p> <p>Assistance was being sought from Cornwood PC (and the Cllrs who installed their sign) in relation to getting our speed-activated 20 mph sign working. It was also noted that the twisted road sign on the approach to Beatland Cross had been reported to DCC Highways.</p>	
8/25(b)	<p><b>Shaugh Prior Community Fund</b></p> <p>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.</p>	
8/25(c)	<p><b>Tribute to Cllr Norman</b></p> <p>There were no further updates from Peter Davies in respect of this item.</p>	
8/25(d)	<p><b>Wotter Play Area Improvements Working Group</b></p> <p>The defects reported by the SHDC play inspection relating to the new equipment installed have now been undertaken by Rhino Play. James Friend is currently undertaking some minor repairs to fencing around the play area. It was noted that signs were still required in addition to a replacement bench and a picnic table.</p>	
8/25(e)	<p><b>Neighbourhood Plan – Response to SHDC ‘Call for Sites’</b></p> <p>Cllr Clewer confirmed that a further consultation event had taken place on the 15<sup>th</sup> October 2025 at the Moorland Hotel for Local Businesses wanting to feed into the NP process. Whilst some very valuable discussion took place, the turn-out in terms of attendees was quite disappointing. Several large landowners did attend the event however and feedback was awaited from some of them. Cllr Clewer wished to express his thanks to the Moorland Hotel for hosting the event (and</p>	

33/25	<p>providing some free food)!</p> <p>It was confirmed that the questionnaire process relating to public consultation on the NP finished at the end of October and it was hoped that a first draft of the plan will be completed by the end of this calendar year. The draft plan will then be shared with DNPA and SHDC for their initial views/input, with the hope that a first draft will be available for public consultation over Easter 2026. There will be a 6-week period where the plan will need to be put on display but it's not currently clear on best way to do this.</p> <p>In respect of SHDC's 'Call for Sites', Cllr Clewer confirmed that the NP process wasn't looking to promote any individual development sites. On this basis it was the view of Cllrs that there was no need for the PC to respond to SHDC in relation to such.</p> <p><b>Local Government Reform (LGR)</b></p> <p>Cllr Mrs Francis-McLeod confirmed that there had been around 50 responses to the on-line consultation exercise undertaken in relation to the three LGR options put forward, with the results of that consultation preferring the SHDC 5-4-1 option. It was highlighted by Cllr Thomas that in view of Torbay's desire to maintain and enhance its current unitary status (as part of the PCC LGR proposal), that this could impact upon the ability for SHDC to deliver its 5-4-1 proposal. It was noted that all of the Councils have come-up with differing LGR proposals which went against one of the Government's criteria in respect of Authorities working together to come-up with jointly agreed proposals.</p> <p>After some discussion, Cllrs came to the view that the letter drafted by Yealmpton PC on behalf of the 13 parishes within the South Hams (which are impacted upon by PCC's boundary extension) was a little too 'harsh' in respect of its wording and its criticism of PCC's LGR proposal. Proposed by Cllr Thomas and seconded by Cllr Mrs Tyler that the PC send its own letter to Central Government outlining its own concerns on LGR and impacts upon its parishioners. Resolved by Cllrs that the PC would not 'opt-in' to the letter sent by Yealmpton PC and instead would draft and send its own letter. Cllr Thomas agreed to draft a letter for circulation around the PC.</p>	Cllr Thomas/ Clerk
120/25	<p><b>Parish Cllr Vacancies/Election</b></p> <p>As a result of election for the two Cllr vacancies being uncontested, both Cllrs Clewer and Thomas were duly elected and both have signed their Acceptance of Office Forms and supplied the Clerk with their Registers of Interest.</p> <p>SHDC have now provided confirmation that the final Cllr vacancy will be filled by an election (having received the required number of requests for such). The date for this election has been set for 11<sup>th</sup> December 2025 and the Notice of Election will be dated 6<sup>th</sup> November. Nomination Papers need to be returned to SHDC by the 14<sup>th</sup> November. The Clerk confirmed that the total cost of the election will be in the region of £3,800 which would need to be funded by the PC and will have an impact upon the budget for 2026/27. It was agreed by Cllrs that poll cards would not be necessary (which would reduce the overall cost of the election by £668).</p>	Clerk



148/25	<p><b>Planning</b></p> <p>As stated above under Minute 8/25(e) there was no need for the PC to respond to SHDC's 'Call for Sites' as no individual development sites were being proposed as part of the NP. The Clerk also referred to various planning enforcement cases within the Parish.</p>	Cllr Stone
149/25	<p><b>Chairman's Business</b></p> <p>The Chair wished to apologise for being away from the last PC meeting and wished to once again welcome Cllrs Clewer and Thomas to the PC.</p>	
150/25	<p><b>HRSC Vacancy</b></p> <p>As a result of several Cllrs having recently resigned who also sat on the HRSC, the number of Cllrs sitting on the sub committee had fallen to just two. The Clerk confirmed that if additional Cllrs were appointed onto the HRSC then this would only be until the AGM in May. As she had assisted in the appointment of the new replacement Clerk, Cllr Mrs Chater confirmed that she would be willing to join the HRSC. Proposed by Cllr Mrs Tyler and seconded by Cllr Clewer. Resolved by Cllrs that Cllr Mrs Chater be appointed to the HRSC. Cllr Thomas also confirmed his willingness to stand-in if required and as necessary.</p>	
151/25	<p><b>Replacement Parish Clerk</b></p> <p>The Chair confirmed that following a successful recruitment exercise, a replacement Clerk has been offered the position and they have accepted. The quality of all of the applicants was very high, with a total of nine applicants and three interviewees (which reduced down to two). The PC were very fortunate in that the replacement Clerk is employed as a Clerk at another PC located nearby so will be able to get up to speed very quickly. He is due to start on the 1<sup>st</sup> December 2025. The wages offered to the new Clerk were slightly higher than those paid to the current Clerk as a result of their experience and an evaluation of the post.</p>	
152/25	<p><b>Reports from Committees</b></p> <p>No meetings of any committees had taken place since the last PC meeting. In Cllr Mrs Burkill's absence, the Chair agreed to attend the next meeting of the DNPA Forum which takes place on the 13<sup>th</sup> November 2025 at Parke starting at 2pm.</p>	
153/25	<p><b>Correspondence</b></p> <p>During the past month the following correspondence had been received:-</p> <ul style="list-style-type: none"> <li>• Various emails received from SHDC and DCC regarding LGR (which were all circulated to Cllrs).</li> <li>• Emails and Notices from SHDC Elections Office re elections for</li> </ul>	

	<p>Parish Cllr vacancies</p> <ul style="list-style-type: none"> <li>• Letter for Shaugh Prior Parish News thanking the PC for the grant payment of £250.</li> <li>• Email from Devon Countryside Access Forum seeking applications from people to apply to join the forum.</li> <li>• Email from Dartmoor Partnership Board regarding a Better for Communities stakeholder workshop taking place on Monday 17<sup>th</sup> November at Princetown Community Centre (the Clerk agreed to circulate this to all Cllrs following the meeting).</li> <li>• Email from Devon and Somerset Fire and Rescue Service detailing a consultation for views on the amount of council tax paid by residents to help fund the fire and rescue service,</li> <li>• Devon Climate Change Emergency Newsletter for October 2025 (circulated to Cllrs)</li> <li>• Email newsletter from NALC</li> <li>• Email newsletter from SLCC</li> <li>• Email newsletter from DALC.</li> </ul>	Clerk
154/25	<p><b>Finance – 6 Month Bank Reconciliation</b></p> <p>The Clerk confirmed that on the 1<sup>st</sup> November 2025 there was the sum of £16,928.80 in the Treasurers Account.</p> <p>A 6-monthly bank reconciliation was also produced and checked by Cllr Thomas before being signed-off by the Chair.</p>	
155/25	<p><b>Payments and Receipts</b></p> <p>It was agreed to make the following payments:</p> <p>£154.74 cheque to Andrew Deptford (replacement pads for Shaugh Hall defib)</p> <p>£839.66 cheque to Groundwork UK (re-issue of Chq No 02301 for return of unspent NP grant)</p> <p>£167.40 cheque to Scott Smy (payment of mileage incurred from April to Dec 25)</p> <p>£118.80 cheque to J &amp; MJ Widdicombe (Parish Lengthsman drainage works Sept 25)</p> <p>£5.00 cheque to SLCC (outstanding balance for renewal of annual subscription)</p> <p>£185.00 cheque to Jason Ellmers (reimbursement for QR code for NP consultation)</p> <p>£79.20 cheque to J &amp; MJ Widdicombe (Parish Lengthsman drainage works Oct 25)</p> <p>£30.49 cheque to HMRC (outstanding PAYE for Clerks wages)</p> <p>£28.50 cheque to Scott Smy (reimbursement for purchase of poppy wreath)</p> <p>£700.00 cheque to B &amp; K Gent Brothers (payment for annual grass cutting in play areas)</p> <p>£56.56 direct debit to EDF Energy (electricity for Wotter defib)</p> <p>Receipts None</p>	

156/25	<b>Works and Maintenance</b>  The Clerk confirmed that James Friend was still currently undertaking some localised repairs to fencing around the play areas which had been picked up following inspections undertaken by SHDC.	
157/25	<b>Date and Place of Next Parish Council Meeting</b>  The next meeting of Shaugh Prior Parish Council will take place on Wednesday 3 <sup>rd</sup> December 2025 at Lee Moor Public Hall starting at 7.30pm.  The meeting closed at 9.14pm  Signed:.....Chairman  Date: .....	