

Minutes of the meeting of Shaugh Prior Parish Council held on Wednesday 4th February 2026, 7.30pm in Shaugh Prior Village Hall

Present – Cllr. Stone (Chairman); Cllr. Proctor; Cllr. Chater; Cllr. Birhill; Cllr. Thomas; Cllr. Clewer, Cllr. Francis-Macleod; Cllr. Tyler; County Cllr. Carson; District Cllr. Abbott; 1 member of the public; Penny Clapham (Locum Clerk).

A. Approval for the engagement of a locum Clerk. Proposed by Cllr. Chater, all agreed by show of hands.

B. New Councillor Lesley Nel to sign the Declaration of Acceptance of Office

Proposed by Cllr. Stone, all in favour. Declaration of acceptance of office signed.

1. Apologies. None received.

2. Open Forum

Parishioner requests 2 new notice boards as the doors are not closing properly. Locality budget monies are available. Or Newnham Solar fund – magnetic. Next agenda for costs.

3. Declarations of Interest - Cllr. Thomas Agenda item 33/25.

4. Police Report

5. County and District Councillor's Reports –

District Cllr. Abbott reported regarding budgets. Residents who have mould/damp in their homes can apply for a grant. Has been out with the localities officer checking on places where fly tipping has become regular. Shaugh Bridge; otherside of Cadover; (big Pond car park), bottom end of Portworthy, are regular fly tip areas.

County Cllr. Carson reported that requests for locality budget funding need to be in by 2nd March. Clerk to action.

Devon Council budget – 12 years ago funding from council tax was 52%, now it is up to 80%. Central Government funding is going towards metropolitan areas. Adult and childrens' services now account for 80% of the budget. LGR news expected on 9th February then a consultation period with a Government decision in the summer. Roads - current backlog stands at £385million. There is a need to spend £85m; allocated £55m so the backlog will be even larger. Cllr. Thomas has reported a couple of potholes and will supply 'what 3 words' to Cllr. Carson.

There is a HATOC team meeting 6th March can parish councillors make representation. Cllr. Carson will check and come back on this. He has allocated £600 to the parish magazine.

Left the meeting at 8.01pm.

6. DNPA Report -

7. Minutes of the Meeting held on Wednesday 3rd December 2025. Some amendments were made and recorded. The Chair then signed the amended minutes as a true record.

8. Matters Arising -

Minute 8/25(a) Highway Matters – white lines, where are the cats eyes? Salt and grit to be spread.

Minute 8/25(b) Shaugh Prior Community Fund – Ivybridge Ring and Ride. Done.

Minute 8/25(c) Tribute to Cllr Norman. It has been decided to provide a bench. DNPA has given permission for a bench. Clerk to action.

Minute 8/25(e) Neighbourhood Plan Update - Cllr. Clewer. The public consultation has been completed. Steering group met in January, process still to be finalised. After this, it will be shared with our consultant prior to it going to South Hams and Dartmoor, Assuming it is approved, there will be a second consultation. Hopefully referendum by the end of the year. Maps were mentioned. Cllr. Birkhill mentioned a modern map that she has of the parish.

Minute 33/25 Local Government Reform including strategic plan. Cllr. Chater and Cllr. Birkhill have both stood down from this working group. Cllr. thomas proposed a letter regarding this backward step. From council to MCHLG. Information will be emailed to the clerk.

Minute 120/25 Parish Cllr Vacancies/Election – no vacancies exist.

School Closure consultation. Attended a meeting at the Moorland Hotel; waiting for Devon County to make a decision on the school. Should the school become an asset of community value. Proposed Cllr. Nel to take this forward. Cllr. Birkhill proposed section 5 in the letter, based on the neighbourhood plan and consultation. the school should remain open. Seconded by Cllr. Tyler. All in favour by show of hands.

9 Planning - Application 0438/25/PIP – 6000734 (copied to Councillors on 24th January)

10. Chairman's Business – thanks to Lee Grant for helping Council to get to this point. In the last week Cllr. Stone has received an email regarding the differences between elected and co-opted councillors. He requested the councillors pull together.

Cllr. Thomas responded, suggesting that his email has been misrepresented.

11. Update on progress with the reduced speed limit on B3417 (if not covered in the County Councillors report) – Cllr Clewer. HATOC meeting in November for a 40mph speed limit on this road. Council to write to Highways what strategy they wish to put in to save people on Easter weekend. Since decision been taken there has been no report back from Highways. Most dangerous weekend of the year.

Standing orders suspended

Would encourage a councillor to attend the meeting in March

Standing orders resumed

12. Issue of PC meeting Minutes - proposal for them to be issued to all in draft format within 1 week of meeting – Cllr Thomas. No proposal agreed.

13. Proposal to change banking arrangements – Clerk. Proposed by Cllr. Thomas, seconded by Cllr. Clewer that Council change to Unity Trust Bank. Clerk to action.

14 Proposal to provide a dedicated Clerk mobile phone – Clerk. Cllr. Thomas donated a phone.

15. Council assets – Cllr Tyler. The salt spreader – to be repaired or sold. Cllr. Thomas will arrange to sell it. Council agreed that Scott Smy keeps the redundant council computer.

16. Newnham Solar Farm funding update – Cllr Thomas. As treasurer of the neighbourhood plan to make an application for a grant, to cover professional fees, printing, refreshments etc. Council approves this application, proposed by Cllr. Stone, seconded by Cllr. Proctor.

17. Reports from Committees - Solar farm directors meeting in March. Applications to go in.

18. Correspondence

19. Emergency Plan Update 2026 – *proposed template circulated with Agenda* March agenda.
20. Health and Safety policy - *proposed policy circulated with Agenda.* March agenda.
21. Social Media Policy - *proposed policy circulated with Agenda.* March agenda.
Clarification on the membership of the HR sub-committee – Cllr. Birkhill, Cllr. Stone, Cllr. Chater.
24. Payments and Receipts including:
 - 1/Approval for the payment of salary and expenses for Lee Grant as Clerk in December 2025 and January 2026. Total £842.95
 - 2/ Approval for the payment of invoice from John Widdicombe – no invoice received.
 - 3/ Locum clerk payment for Microsoft 365 £84.99 & Computer set up £30.00 = £114.99
WesternWeb - £96.00.
 Resolved to pay these amounts. Proposed by Cllr. Chater seconded by Cllr. Proctor, all in favour by show of hands.
25. Works and Maintenance
26. Clerk’s report
 - i. Standing Orders are out of date and require updating.
 - ii. Asset register should be on purchase price, not current value. – Clerk will circulate information. March agenda.
 - iii. Inventory of parish documents dated 1974, held at Lloyds Bank Plympton.

Items for information - Date of Next Meeting. Wednesday 4th March 2026, **7pm**. Lee Moor Village Hall.

Part 2

Councillors are reminded that Part 2 requires confidentiality in all matters discussed. In addition, no parishioner or councillor names should be mentioned in relation to complaints.

Resignation of Lee Grant as Clerk and appointment of an interim Clerk. Council were updated by Cllr. Birkhill.

Cllr. Proctor to join the interview panel.

Feedback from a new councillor to councillors - first 3 months of observations and experiences – withdrawn.

Code of Conduct updates – ongoing.

Meeting closed at 9.50pm

Signed.....

Date.....