

## **Minutes of the meeting of Shaugh Prior Parish Council held on Wednesday 4<sup>th</sup> March 2026, 7pm in Lee Moor Village Hall.**

**Present** –Cllr. Burkill; (Vice chair) Cllr. Thomas; Cllr. Clewer; Cllr. Nel; Cllr. Chater; Cllr. Proctor; Cllr. Tyler; Penny Clapham (Locum Clerk) 1 member of the public.

Carina Franci-Macleod has resigned as a councillor. Clerk to notify elections.

### **1) PUBLIC DISCUSSION**

An opportunity for members of the public to make representations, answer questions and give evidence in respect of any item of business on the agenda, or any matter of interest to the parish. The period of time designated for public participation shall not exceed 15 minutes. (Standing Orders 3e and 3f).

Reminder that members of the public are not allowed to raise issues when Council is in committee.

Cllr. Thomas asked about filling vacancies by election, or co-option. Further questions asked regarding elections.

**2) Apologies For Absence:** Cllr. Stone. Apologies accepted for the reasons given.

**3) Declarations Of Interest:** In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at South Hams District Council within 28 days of the change. Cllr. Thomas agenda item (6)

### **4) District and County Councillor Reports –**

District Cllr. Abbott reported that South Hams Council have started a system for fixed penalty notices for abandoned vehicles. Budget has gone through; less money coming from Government. £2.6 million shortfall for 26/27. Mentioned neighbourhood plans as the rules have been changed. Thursday 12<sup>th</sup> March a meeting regarding this. Policy for the transfer of community assets. Briefing 19<sup>th</sup> March. Thanks for the fly tipping locations, forwarded on.

County Cllr. Carson arrived at 7.35 and reported Devon had their budget meeting £873.2 million; 4.99% increase. 2% adult social care precept in addition. Council tax funding now accounts for 83% of the budget. Childrens' services are costly, as is SEND. There is a backlog of maintenance on Highways. School consultation has been completed and is now with the secretary of state. B3217 road is not on this Friday's HATOC agenda, probably July. There has been another accident on this road on 3<sup>rd</sup> March. Please report bike racing on the police 101 so these can be logged either by email or phone.

**5) Minutes** – the Minutes of the meeting held on the 4<sup>th</sup> February 2026 were approved and signed by the Vice Chair as a true record.

**6) Local Government Reorganisation** – to receive an update. Cllr. Thomas reported there is a parishioner engagement on 12th March, plan to review the options available to the parish. Consultation open until 26th March. Share the views gathered with parishioners to the Council.

### **7) Open spaces –**

- i. DTGS are booking the annual inspection of Wotter play area at a cost of £130.00, 8<sup>th</sup> April 2026.

### **8) PLANNING**

**Planning Applications** - South Hams District Council has asked for observations from the Parish Council on the following planning applications:

- i. 0316/26/PIP Application for permission in principle for erection of between 4 and 6 dwellings, field northwest of St. Aubyn Terrace SX570 617 Lee Moor

Council are aware of local concerns regarding the proposed development of this site. Particular issues raised relate to:

- The adequacy, safety and long-term suitability of the existing access arrangements and the condition of the roadway serving the site.
- The capacity of the existing drainage infrastructure, including both surface water and foul water networks, and whether these systems are sufficient to accommodate additional development without adverse impact.

Council notes that this Permission in Principle application appears to take account of representations made in response to a previous PIP submission for a larger scale development. Reference is made within the application to the provision of sustainable housing. Council would expect that any proposal described as sustainable demonstrates clear regard to:

- Local housing need and market context
- Affordability and tenure mix
- Energy efficiency and environmental performance
- Appropriate construction methods and modern technologies
- Adaptability and long-term resilience of dwellings

At this stage, and recognising the limited scope of Permission in Principle, Council does not express a position of support or objection. Instead, it offers these observations to assist the Local Planning Authority in its consideration of the principle of development on this site.

- ii. 0411/26/HHO Householder application for formation of off street parking/hardstand, 35 Trethewey Gardens, Wotter

SUPPORTED

Trethewey Gardens has been a problematical road for parking in for many years.

This will help, as at least 2 cars will no longer be parked in a road where the residents park on both sides, making it very difficult to access the lower end of the road.

- iii. 0405/26/HHO Householder application for proposed conversion of existing workshop/stable to form annexe, Upham close, Collard Lane, Wotter.

This application is to convert a large workshop and stables into ground floor living accommodation i.e. a Granny Annex.

The existing building has strong solid walls so the conversion will not affect the footprint nor the views. There are no windows on the east side of the barn which has been there many years they used local stone on this wall facing the lane; plus there is a high hedge so the building can hardly be seen.

The opposite side of the building [west] will face the courtyard of the owner's current large house. The only change to this side will be replacing old skylights and replacing the double barn - workshop doors with glass windows, the lower half will be brick/stone; plus, a front door and small window, replacing the stables old entrance.

2 small windows will be added to the south elevation which is the driveway for both properties.

There is nothing to impinge on any neighbour's property. This build is very sympathetic to the rural locality.

- iv. 0069/26 Demolition of single storey extension and replacement with larger extension, Spring Cottage, Shaugh Prior.

Site visit results –

This involves some extensive alterations to this old cottage.

However, we found the very detailed planning application supplied very informative. We noted that any work being done on the 2<sup>nd</sup> level and replacement roofing was to be no higher than the existing roofline. Replacement tiles etc were being sourced to co-ordinate well with existing

The extension is to follow the footprint of the old building they are taking down to create a library. It was noticed that several new extra windows are to be more modern than the current ones, but they have been sympathetically chosen to compliment the design.

The impact of new windows, partial 2<sup>nd</sup> storey extension and new usage of the ground floor, will have no impact at all on the neighbourhood. The architect has followed rules regarding safeguarding the indigenous plant and animal life. This has been well thought out to allow old and new designs to co-exist

We came away with the feeling that this was a well-planned application and can foresee no problems within the DNP rule book

## Planning Decisions

### 9) FINANCE

<b>Expenditure</b>	Locum clerks expenses	£955.43	
	J. Widdicombe – lengthsman	£139.20	December
	J. Widdicombe – lengthsman	£290.40	February

### Income

Bank Reconciliation and Statement, for information – not available for this meeting.

Council resolved to accept the accounts as listed above. Proposed by Cllr. Thomas, seconded by Cllr. Chater, all agreed by show of hands.

### 10) Policies – to resolve to agree and adopt the following policies:

- a) IT Policy
- b) Standing Orders updated. Adopted
- c) Social Media Policy
- d) Health & Safety Policy - Adopted
- e) Code of conduct – Adopted.

The above 3 policies adopted, proposed by Cllr. Burkill, seconded by Cllr. Chater, all in favour.

### 11) Clerk's report –

- i. Clerk will be on annual leave 27<sup>th</sup> April to 8<sup>th</sup> May inclusive. Meeting now on 13<sup>th</sup> May.
- ii. Banking with Unity Trust has not yet been set up.
- iii. Locality budget request for £1000 has been submitted to Devon Council.

**12) Annual Parish Meeting –** to consider and set a date for this meeting. First Wednesday in June 6.30 at Shaugh Prior Village Hall.

### 13) Councillor's reports and External Meetings attended (for information only)

Cllr. Burkill reported on the HR committee meeting recently held. Poster circulated locally for a clerk. Also to go into DALC website. Timeline read out to councillors.

### 14) Part II

**Council are excluding members of the public and the press to progress a matter of a confidential nature.**

Public Bodies (Admissions to Meetings Act) 1960.

Local Government Act 1972, ss 100 and 102.

**15) Code of Conduct statements -** to receive an update. Cllr. Burkill updated Council.

**16) Harassment Complaint** – to receive an update. Cllr. Burkill read a report. In abeyance for the time being.

**Items for Information** - The next council meeting will be on 1st April 2026, 7pm at Shaugh Prior Village Hall.

Meeting closed at 9.17pm

**Signed**.....

**Date**.....

**Email Circulation**

DALC Bulletin 11 (sent 19/02)

Information on tick-borne diseases (sent 24/02)