

Shaugh Prior Parish Council

Locum Clerk: Mrs P. Clapham, Penton Chapel, Christow, Exeter, Devon, EX6 7NP. Tel
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26th March 2026

To Members of Parish Council.

You are hereby summoned to attend a Meeting of Parish Council, to be held on **1st April 2026 at 7.30pm in Shaugh Prior Village Hall** the for the purpose of transacting the following business.

Members of the public and press are invited to attend the meeting.

Penny Clapham

Penny Clapham BA (Hons) PSLCC
Locum Clerk to the Council

AGENDA

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.

2) Apologies For Absence:

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.

4) Police report -

5) Motion of No Confidence in the Chair – Cllr. Thomas.

6) Matters raised by the Chairman (for information)

7) District and County Councillor Reports -

8) Minutes – to approve and sign the Minutes of the meeting held on the 4th March 2026.

9) Asset Register – checked and agreed prior to completion of the annual return.

10) Policies – to be agreed

- i. Asset Register Policy
- ii. Retention and Disposal of Data Policy
- iii. Information on Data Protection
- iv. Inventory of Data Schedule
- v. IT Policy

11) PLANNING

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

Planning Decisions

a)

12) FINANCE

Expenditure	Restore – shredding obsolete papers	£78.00
	Locum clerk expenses – March	tba
	DALC – Councillor training	£144.00
	Chair’s allowance for year ended 31/03	£450.00 tbc

Income Sale of salt spreader £130.00

Bank Reconciliation and Statement not available for this meeting due to not receiving a statement from TSB bank.

Council to resolve to accept the accounts as listed above.

13) Open spaces –

- i. Fencing and bench already approved for repair. Assorted small items plus signage, to receive a quote from JS friend Contracting. To agree actions and associated expenditure.

14) Community Asset Transfer – to consider this policy from the district council. To agree actions if required.

15) Clerk's report (for information only) –

- a) Sparkwell and Shaugh Prior CIC AGM Chairman’s report (circulated prior to this meeting)

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

Items for Information - The next council meeting will be on 13th May 2026, 7pm in Shaugh Prior Village Hall. This will be the Annual Council Meeting.

The Annual Parish Meeting will be held on 3rd June 2026 followed by the Council Meeting.

Email Circulation

DALC Bulletin 13 (sent 06/03)	Changes to planning application notifications DNPA (sent 06/03)
DALC LGR Bulletin 2 (sent 13/03)	DALC Bulletin 13 (sent 19/03)
DALC LGR Bulletin 3 (sent 20/03)	