

MINUTES

of

SHAUGH PRIOR PARISH COUNCIL**Annual General Meeting**

Held on

Wednesday 1st May 2024

at

Shaugh Prior Recreation Hall

Present: Chairman Cllr Stone
Cllrs Sims, Spencer, Mrs Burkill, Mrs Chater, Mrs Francis-McLeod, Mrs Tyler and Mrs Boulting

1 Members of the public

Apologies: Cllr Hart, Cllr Proctor, Julia Sanders
Sgt Ryan Canning

Minute Number		Action
	<p>Minutes of AGM held on Wednesday 10th May 2023</p> <p>The Clerk referred to the minutes of the AGM held on Wednesday 10th May 2023 which were circulated to Cllr's prior to the meeting. It was resolved by Cllrs that the draft minutes should be accepted as being a true record of the AGM and this was agreed unanimously. Proposed by Cllr Mrs Burkill and seconded by Cllr Mrs Tyler.</p> <p>Election of Chairman and Vice-Chairman</p> <p>The Clerk reported that he had received no applications for the positions of Chair and Vice-Chair of the PC.</p> <p>Cllr Stone confirmed that he would be willing to stand for a further year as Chair of the PC. Cllr Mrs Burkill put forward a proposal for Cllr Stone as Chair and this was seconded by Cllr Mrs Chater. Resolved by Cllrs that Cllr Stone be elected as Chair.</p> <p>Cllr Mrs Burkill also confirmed that she would be willing to continue as Vice-Chair of the PC. It was resolved by Cllrs that Cllr Mrs Burkill be elected as Vice Chair. Proposed by Cllr Stone and seconded by Cllr Mrs Chater.</p> <p>Election of Committee's</p>	

53/24	<p>It was resolved by Cllrs that the following committees and working groups be agreed en-bloc. Proposed by Cllr Mrs Burkill and seconded by Cllr Mrs Francis-McLeod:</p> <p>HR Sub-Committee Cllr Stone, Cllr Mrs Burkill and Cllr Sims.</p> <p>Emergency Plan Committee Cllr Stone, Cllr Sims, Cllr Mrs Tyler, Cllr Mrs Proctor and Cllr Mrs Francis-McLeod.</p> <p>Neighbourhood Plan Working Group Cllr Spencer, Cllr Sims, Cllr Mrs Tyler, Cllr Mrs Burkill and Cllr Mrs Boulting</p> <p>Appointment of Representatives</p> <p>It was resolved by Cllrs that the following Cllrs would represent the PC on the following groups/organisations en-bloc. Proposed by Cllr Mrs Chater and seconded by Cllr Mrs Boulting:</p> <p>Imery's Liaison Group Cllr Mrs Tyler, Cllr Chater</p> <p>Hemerdon Mine Local Liaison Group Cllr Stone, Cllr Spencer</p> <p>I&DALC With meetings taking place in Ivybridge during the daytime (making it difficult for working Cllrs to attend), this position was left vacant. The Clerk confirmed that he was still receiving minutes of I&DALC meetings held (usually twice a year) and would report back at the following monthly PC meeting.</p> <p>DNPA Cllr Mrs Burkill</p> <p>Newnham Solar Panels Community Interest Company Cllr Mrs Burkill</p> <p>Shaugh Prior Community Climate Change Emergency Group Cllrs Mrs Tyler, Mrs Francis-McLeod and Sims. It was noted that meetings of this group were no longer taking place and the current future of the group was unclear. However if meetings were to reconvene then the above-mentioned Cllrs would attend such events.</p> <p>Open Forum</p> <p>Mr Clewer referred to the images he had sent to the Clerk prior to the meeting highlighting the extent of potential light pollution occurring at Imery's at Herreschoff following the installation of the new floodlighting. It was noted that this matter should be raised with Imerys at the next Local Liaison Meeting held. He also asked if the incident</p>	
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54/24	<p>he had raised with the Police on the 3rd March regarding the use of the B3417 had been included in the monthly Police Report. The Clerk confirmed that this could not be confirmed as no monthly Police Report had been received.</p> <p>Finally, he wished to reiterate the on-going concerns regarding the speed of traffic using the B3417 and how anti-social driving impacts upon the use of the bridleway alongside the B3417. Of particular concern were movements being made in and out of the Portworthy junction with the B3417.</p> <p>It was noted that discussion on the consultation period relating to the issue of the EA's draft permit for Hemerdon Mine was included on the agenda for the PC meeting.</p> <p>Declarations of Interest</p> <p>Cllr Stone wished to declare a personal interest in relation to Planning App 1589/23/FUL and therefore signed the Register.</p> <p>Cllr Mrs Francis-McLeod also wished to express an interest in relation to Planning App 0997/24/HHO and therefore also signed the register.</p>	
55/24	<p>Police Report</p> <p>No report received.</p> <p>As this was the second month of the PC having not received a police report, the Clerk agreed to email Sgt Ryan Canning to see if there had been changes at Ivybridge Police Station which we were not made aware of.</p>	Clerk
56/24	<p>County and District Councillor Reports</p> <p>In his absence the Clerk read out a brief report provided by Cllr Hart which was follows:</p> <p>Government offer for Devolution deal has been approved by both Torbay and Devon County Council. Letter written to Minister Gove on morning of 1st May. Now waiting on him but working hard on getting the administration paperwork sorted.</p> <p>On 8th am hoping to get Cabinet agreement on spending an extra £12million on road repairs. At least £2million will be on drainage.</p> <p>As some of you may have heard after 15 years as Leader, I am stepping down shortly to become the Chairman of the County Council. After some 36 years I have decided that it is time I considered retiring from Council. I have thoroughly enjoyed the work and thank you for your support over the years. Being Chairman will give me the opportunity to visit the wide variety of voluntary organisations outside of Local Government to say a sincere thank you to all of the volunteers that support our residents in the County.</p> <p>It is all the hard work done by Parish Councils and the Voluntary sector in supporting our communities that makes Devon what it is.</p> <p>In the absence of Cllr Oram there was no District Cllr Report. It was agreed that the Clerk would contact Cllr Oram to see if he will be attending the June PC meeting.</p>	Clerk

57/24	<p>DPNA Report</p> <p>In Cllr Smerdon's absence there was no DNPA Report.</p>	
58/24	<p>Minutes of the Meeting held on Wednesday 3rd April 2024</p> <p>It was proposed by Cllr Mrs Chater and seconded by Cllr Spencer that the draft minutes of the meeting held on Wednesday 3rd April 2024 were an accurate record of proceedings and were signed by the Chair.</p>	
59/24	<p>Matters Arising</p>	
8/24(a)	<p>Highway Matters</p> <p>Cllr Mrs Tyler raised a general concern about the state of the roads in the Parish, concerns which were echoed by all Cllrs. It was agreed that more investment from DCC was required and if that investment is forthcoming (as outlined in the County Cllr Report above) then it needs to be shared around equally and not just to focus on the primary routes (A and B roads). It was agreed that this should be raised with Cllr Hart at the next PC meeting (if he is in attendance).</p>	
8/24(b)	<p>Shaugh Prior Community Fund</p> <p>No applications for funding had been received this month. It was noted that an application from the Neighbourhood Plan working group had been received but consequently withdrawn (discussed below under Minute 8/24(g)).</p>	
8/24(c)	<p>Tribute to Cllr Norman</p> <p>The Clerk had now received confirmation from National Trust that they were happy with a bench being provided on their land in a suitable location off the track leading to the beacon. It was noted that the granite that had been provided for the bench was no longer available and therefore it may be easier to simply purchase a pre-manufactured bench which could then be installed with a commemorative plaque. It was agreed that the Clerk would arrange to meet Demelza Hyde from the NT and agree a location for the bench.</p>	Clerk
8/24(e)	<p>Wotter Play Area Improvements Working Group</p> <p>A first meeting of the working group had taken place on-line although unfortunately only Cllrs Mrs Chater and Tyler were able to attend along with the Clerk. The Clerk confirmed he had already met Rhino Play on-site and was currently awaiting their proposals. He was also due to meet Eco Play on the coming Saturday and was hoping to arrange a site meeting with 1 more supplier so that we have a minimum of 3 quotations. Once all proposals had been received, a further meeting of the working group will be arranged with a recommendation on which design to proceed with. The PC would then be in a position to proceed with the National Lottery funding bid. Cllr Chater agreed to put together a brief article for both FB and the Parish Magazine to let people know what was happening at Wotter</p>	

8/24(f)	<p>Play Area and the background as to why the process is taking some time.</p> <p>Emergency Plan</p> <p>The Clerk confirmed that there were no further updates on this matter (due to having insufficient time) and hoped to get a further meeting arranged in late My or June.</p>	Cllr Mrs Chater
8/24(g)	<p>Neighbourhood Plan</p> <p>Cllr Spencer gave an update on matters relating to the Neighbourhood Plan. The need for funding to be made available to progress elements of the NP was discussed (including changes to the website and setting up a dedicated email address for the NP). It was resolved by Cllrs that this should really come directly from PC funds. Proposed by Cllr Spencer and seconded by Cllr Mrs Boulting that the PC's budget be amended to include a £500 sum for the NP by reallocating funding earmarked for Community Climate Change projects. The Clerk agreed to make the necessary changes and forward the amended budget to Cllrs.</p> <p>Cllr Spencer confirmed that he was still awaiting feedback on a decision relating to the availability of grant funding to help with the preparation of the NP. Minutes of the last NP meeting were prepared and circulated to Cllrs, with the next meeting due to take place on the 21st May. It was acknowledged that it was now getting to the stage where greater public participation was required. The 9 stages in developing the NP had been mapped and the first stage had been completed which was submission of an application to SHDC to confirm the intention to develop a NP and the boundary of the plan area. It was hoped that a speaker could be invited to the Annual Assembly Meeting in June to give a brief overview of the NP process.</p>	Clerk Clerk Cllr Spencer
60/24	<p>Planning</p> <p>The following proposals were considered by Cllrs:</p> <p>Hemerdon Mine Permit Application</p> <p>As a result of the submission and uploading of further information, the consultation deadline for responding to the draft permit has been extended to the 30th May. It was agreed that the Clerk would speak to the Chair of Sparkwell PC to gauge feedback following the recent public meeting hosted by Sparkwell PC. Cllr Sims also agreed to review the new information available on the EA website and report back to the Clerk and Cllrs prior to the consultation deadline date. It was also noted that the results of the dust monitoring indicates that current dust levels are well below the maximum thresholds for such.</p> <p>App No 0149/24 – Works to strengthen Blackabrook Bridge, Cadover</p> <p>Having reviewed the details of this application it was the view of Cllrs to raise no objections.</p> <p>App No 0997/24/HHO – Moorland View, Additional side extension to allow for a passenger lift</p>	Cllr Sims

61/24	<p>It was agreed that the plans would be circulated to Cllrs following the meeting in order to determine whether or not a site visit was required. Cllr Mrs Burkill confirmed that she would be happy to lead the site visit (if required).</p> <p>Chairman's Business</p> <p>The Chair mentioned he had recently attended a Hemerdon Mine Local Liaison Meeting and gave feedback on the content of that meeting. It was highlighted that TW have many projects currently underway and much now relies upon the EA issuing the Environmental Permit (currently subject to consultation). It was also noted that tungsten was now considered a strategic mineral and that much of the funding for the project was now coming from America. There was no date set for when mining operations will re-commence.</p>	Clerk
62/24	<p>Reports from Committees</p> <p>Cllr Mrs Burkill mentioned that the meeting of the Newnham Solar Fund in April had not taken place and that several of the existing Directors had left. As a result there was no update on our funding bid for the new noticeboard at Lee Moor. However, in view of the relatively small size of the funding bid, she was hopeful of getting this discussed once new Directors had been appointed.</p>	
63/24	<p>Correspondence – Wotter Surgery Improvement to GP Access</p> <p>During the past month the following correspondence had been received:-</p> <ul style="list-style-type: none"> • Cllr Mrs Tyler wanted to raise an issue that had been brought to her attention regarding the plans to introduce an e-consult service for appointments at Wotter Surgery. It was the view of Cllrs that this could be extremely problematic, particularly for a number of our elderly parishioners and is likely to lead to a deterioration in service provision. However, it was the view of Cllrs that we couldn't really say any more at the current time until the new service has been introduced and we have some feedback from users. It was also suggested that perhaps we should invite someone from Beacon Medical Group to attend a future PC meeting if the new service does prove to be problematic. • Cllr Mrs Burkell referred to correspondence received in her position as a Director on the Newnham Solar Fund relating to a bid from the Samaritans Outreach and where they might be able to give a presentation on what services and support they can offer. After some discussion it was suggested that attendance at one of the coffee mornings at Shaugh Prior Recreation Hall would be a good starting point (which could then be extended to Lee Moor Public Hall). • Email update/newsletters from DALC. • Email newsletter from NALC. • Email newsletter from SLCC. • Weekly newsletter updates from DCC (sent direct to Cllrs) 	

64/24	<p>Finance – Internal Audit 2023/24</p> <p>The Clerk confirmed that on the 1st May 2024 there was the sum of £16,800.23 in the Treasurers Account which included the first precept payment from SHDC of £7,571.00.</p> <p>The Internal Audit had been completed by Auditing Solutions Ltd with no issues highlighted although some recommendations had been suggested which will be included on the agenda for discussion at the July PC meeting. The Annual Governance and Annual Accounting Statements will be included on the agenda for the June PC meeting.</p> <p>The Clerk also provided Cllr Mrs Brurkill with the end of year bank reconciliation for 2023/24 for checking/signing.</p> <p>It was highlighted that the annual insurance policy was due for renewal which would continue to be provided by Zurich as were into the second of a three year deal (the cost this year being £626.57 compared to £599.60 in 2022/23).</p> <p>Finally, there were no further updates on the bank mandate from TSB and the Clerk agreed to chase a reply.</p>	Clerk
65/24	<p>Payments and Receipts</p> <p>It was agreed to make the following payments:</p> <p>£22.00 direct debit payment to EDF (electricity for Wotter defib) £312.00 cheque to Auditing Solutions Ltd (internal audit 2022/23) £325.70 cheque to DALC (annual subscription 2024/25) £626.57 cheque to Zurich Municipal (annual insurance renewal 2024-25) £100.00 cheque to Scott Smy (1st annual Clerks expenses payment 2024/25)</p> <p>Receipts £7571.00 BACS payment from SHDC (first annual precept payment)</p>	
66/24	<p>Works and Maintenance</p> <p>Cllr Mrs Chater raised a concern regarding the condition of Lee Moor bus shelter (reports of people camping out in it) and asked if we could arrange to get them cleaned on a monthly basis? The Clerk said he would check the condition of all of the shelters and report back at the next PC meeting.</p> <p>Cllr Mrs Burkill confirmed that the recent defib training event held during a coffee morning at Shaugh Prior Recreation Hall had been very well attended, with over 20 people receiving training. It was hoped to repeat the training at both Lee Moor Public Hall and at Shaugh Primary School.</p> <p>It was noted that there was no further update on the grant funding bid for the replacement noticeboard at Lee Moor. It was also raised by Cllr Mrs Tyler that many of the benches in the play areas required</p>	Clerk

67/24	<p>attention, with some needing to be replaced. This was noted.</p> <p>Date and Place of Next Parish Council Meeting</p> <p>The Clerk reminded everyone that the Annual Parish Meeting will take place on Wednesday 5th June 2024 at Shaugh Prior Recreation Hall starting at 7.00pm. This will be followed by the monthly PC meeting.</p> <p>The meeting closed at 9.10pm</p> <p>Signed:.....Chairman</p> <p>Date:</p>	
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