

Hemyock Parish Monthly Council Meeting
held in the Forbes Lounge at 1930 hrs on 6 July 2011

Subject	Action
<p>1. Present: Mrs.H.Stallard (Chairman), Mr.I.McCulloch (Vice-Chairman), Mr.R.Brooke, Mr R Calcraft, Mrs L Clist, Mr S Clist, Mr.J.Edwards, Mr R Hart & Mr.Major. Also, Mr R Radford (County Councillor), Mr F Rosamond (District Councillor) and 10 members of the public.</p> <p>Apologies: Mr Povah (holiday).</p>	All to Note
<p>2. Presentation to Retiring Councillors. The Chairman made a short presentation and a vote of thanks to the 3 retiring Councillors.</p>	All to note
<p>3. Public Question Time: There were a number of public questions concerning:</p> <ol style="list-style-type: none"> 1. <u>Overgrown Hedges/Footpaths.</u> These included: overgrown footpath near 1 Eastlands; undergrowth to be cut under new footbridge; hedge by surgery overgrown (ownership needs to be settled) and one tree has died and the path between Eastmead and Prowses is overgrown (Highways). 2. <u>Expenditure of Public money.</u> There were discussions about budgets for the Healthy Living Centre, Longmead and the Garages project. 3. <u>Flood plain virtual footpath.</u> No decision has yet been made about this footpath. 4. <u>Allotments.</u> There was no update on the provision of allotments. 5. <u>Cemetery Business.</u> The cemetery needed the spoil heap tidying. 6. <u>Roads/Potholes.</u> The road from Prowses to Churchill's needed repairing; there was too much loose gravel on the South View road (Mid Devon); and there were potholes along Withy Lane and the Lower Millhayes road (DCC Highways). 7. <u>Pavement.</u> The pavement along Culmbridge Road by Littlehayes and Jubilee Drive was difficult to walk on/ride a mobility scooter. 8. <u>Road Sweeper Service.</u> Longmead needed to be added to the route 	<p>Chairman/ Clerk</p> <p>All to Note Mr Povah</p> <p>Chairman Clerk</p> <p>Clerk</p> <p>Mr Povah Clerk</p>
<p>4. Election of Councillor to Parish Council. 4 members of the Parish had applied in writing to the advertisement for the vacant 10th Councillor appointment. The candidates then explained what they would bring to the Council before a secret ballot was held to determine the best candidate. Mr Major was elected unanimously by the Council. The Clerk would advise MDDC and provide the relevant forms for the new Councillor (and Mrs Clist).</p>	<p>All to Note</p> <p>Clerk</p>
<p>5. Minutes from Previous Meetings and Matters Arising. The Council minutes of 1 June and Planning Meeting of 22 June were both accepted as a true record and were passed unanimously. Matters arising included:</p> <ol style="list-style-type: none"> 1. The Emergency Plan would be briefed at the next meeting. 2. Advertising on the floodplain footpath was still being reviewed. 3. The Second Poor Charity would convene once all trustees were available. 	<p>All to Note Mr Clist Clerk Mr Edwards</p>
<p>6. District Council Report: Mr Rosamond reported:</p> <ol style="list-style-type: none"> 1. The Mid Devon Business Forum meeting was held on 6 July to encourage the creation of business opportunities with 80 people attending. 2. There will be an independent review into members allowances. 3. On how “peer challenge” by another Council was being used to determine how well a Council was operating. 4. A £155k saving had been made on the salaries budget. 	<p>All to note All to note</p> <p>All to Note All to note</p>

<p>5. Discussions were being held with East Devon re merging HR and pay roll costs with a view to reducing expenditure.</p> <p>6. Longmead needed to be added to the road sweeper service.</p>	<p>All to note Mr Rosamond</p>
<p>7. <u>County Council Report.</u> Mr Radford reported the following:</p> <ol style="list-style-type: none"> 1. The order to repair the culvert at Culm Davy had been issued. 2. The Penn Cross lay-by proposal was progressing. A copy of the previous proposal would be made available to HPC. 3. The new highways structure was now in place. 4. Virador with DDC would open a new waste incinerator in Exeter in the Summer of 2014. Similar proposals were being staffed for Ivybridge and Plymouth. 5. Some of the Parish street lighting was on 24 hours a day. 6. Salt bins would (including the correspondence with Higher Mackham Farm) need to be filled before winter – 5 tons free and a further 5 tons at £800. Was HPC with the snow wardens scheme? 7. The County Councillors individual budget, covering 9 parishes, had increased from 10 to £15k. 	<p>All to Note</p> <p>Mr Radford All to Note</p> <p>All to Note Mr Radford</p> <p>Vice-Chair</p> <p>All to Note</p>
<p>8. <u>Planning:</u> Planning applications were received for:</p> <ol style="list-style-type: none"> 1. Erection of 7.68 kWp solar PV array south of existing farm buildings at Chapel Farm, Culm Davy, Hemyock. Councillor Edwards registered his interest and left the room. It was agreed to hold a site meeting on 11 July to discuss and view the options. 2. Listed Building consent and planning authority was being sought to install 3 wood burning stoves with external flue pipes in Mow Barton, Sir William and Lady Margaret Cottages at The Castle, Hemyock. No objections. <p>Full planning permission was granted for:</p> <ol style="list-style-type: none"> 1. The Old Tennis Court's, Station Road, Hemyock for the erection of 8 flats and associated works. 	<p>Planning Committee</p> <p>Clerk</p> <p>All to note</p>
<p>9. <u>Finance:</u> The Clerk updated the following financial matters:</p> <ul style="list-style-type: none"> • <u>Expenditure:</u> <ol style="list-style-type: none"> 1. The Longmead Management Group requested £2,500 for maintenance of the grounds. 2. The Big Society meeting costs on 10 June £28.75. 3. Hire of Parish Hall (18 May) £16.50 4. Hire of Church Rooms (14 June) £16.00. 5. Mrs Kingston, Clerk to Council wages £608.72. 6. Mr Barton, Clerk to Council, (vouchers, printer ink,stationery) £124.75. 7. Brookridge Timber (P3 gate and posts) £195.98. 8. Brookridge Timber (Healthy Living Centre (from ex-airport fund) £25,000. 9. Cemetery maintenance to Mr Pike at £229.50. 10. Grass cutting Millhayes to Mr Calcraft at £96.00. <p>All 10 payments were discussed by Council and proposed, seconded and passed unanimously.</p> <ul style="list-style-type: none"> • <u>Authority to sign cheques.</u> The Council agreed unanimously that the new Councillors (Mr Calcraft, Mr Clist and Mr Major) to include Mrs Clist be authorised to sign Council cheques. The Councillors signed the bank mandate and the Clerk would make the arrangements with HSBC. 	<p>All to note</p> <p>All to note Clerk</p>

<ul style="list-style-type: none"> • <u>Audit Comments/Report.</u> The internal audit for 2010/2011 was now complete and all of the Parish Accounts were in good order. The Clerk needed to send the completed return to the Audit Commission (planned date was 20 June 2011). There were 4 observations: <ol style="list-style-type: none"> 1. All items of expenditure needed to be minuted. 2. All contractors should provide proof of self employment and quote their Unique tax Reference (UTR) number. 3. A PAYE scheme needs to be set up. 4. The Fixed Asset register needs updating. 	<p>All to Note Clerk Chairman</p> <p>Clerk Clerk/Auditor V-Chair/Clerk</p>
<p>10. <u>Housing Survey.</u> The Chairman had arranged a briefing on the latest housing survey for 1930 hrs on 13 July in the Forbes Lounge. This would be for Councillors only. The Chairman also discussed the necessity to set up a Community Land Trust sub committee to take the matter forward.</p>	<p>Chairman Clerk</p>
<p>11. <u>Highways:</u></p> <ol style="list-style-type: none"> 1. All the verges at the Monument crossroads needed to be cut (Devon and Somerset) for safety reasons. 2. A response to the virtual footpath proposition on Station Road was awaited. 3. <u>Roads/Potholes.</u> The road from Prowses to Churchill's needed repairing, there was too much loose gravel on the South View (Mid Devon) road and there were potholes in Withy Lane and Lower Millhayes. 	<p>Clerk Mr Radford</p> <p>Mr Radford</p>
<p>12. <u>Cemetery:</u> There were 3 issues:</p> <ol style="list-style-type: none"> 1. Litter remained an issue and the Vice-Chair, Mrs Clist and the Clerk would revise the cemetery management plan and then arrange for an appropriate sign in the cemetery. 2. The spoil heap needs to be tidied. The Clerk had received one quote (Mr Pring) but needed a second quote before reporting back to Council. 3. Ashculme Tree Surgeons needed to remove their sign on the fence. 	<p>Vice-Chair, Mrs Clist Clerk</p> <p>Clerk Clerk</p>
<p>13. <u>Footpaths.</u> There was a written report from Mr Povah for the first 3 points:</p> <ol style="list-style-type: none"> 1. The raised footway defects have not been completed and HPC still hold the retention money. 2. D W Hart will shortly provide a start date for the raised footway cattle pens. 3. Regarding the virtual footway in the road, the contractor has yet to paint the continuous white line along the edge of the road leading up to the pedestrian exit point in order to coax the traffic away from the edge of the road. 4. <u>Overgrown Hedges/Footpaths.</u> These included: overgrown footpath near 1 Eastlands, undergrowth to be cut under new footbridge, hedge by surgery needs cutting back and the path between Eastmead and Prowses is overgrown. 5. <u>Pavement.</u> The pavement along Culmbridge Road by Littlehayes and Jubilee drive was difficult to walk on. 6. County Council footpath clearance had been taking place around the Parish. Those involved needed to speak to the farmers concerned and ragwort must be picked up. 	<p>Mr Povah Mr Povah</p> <p>Mr Povah</p> <p>Clerk Mr Povah/ Clerk</p> <p>Mr Povah</p>
<p>14. <u>Chairman's Business:</u> The Chairman raised the following:</p> <ol style="list-style-type: none"> 1. There is a joint conference of Devon Association Local Councils and Community Councils Devon is to be held at Exeter racecourse on 8 October 2011. The AGM of both organisations will also take place during the day. 2. The periodic review of Polling Places and Polling Stations within Mid 	<p>All to note</p>

Devon to be completed by the Clerk by 26 August 2011.	Clerk
3. The Queens Diamond Jubilee Weekend celebrations 2-5 June 2012. The 4 th and 5 th (Monday and Tuesday) are special Bank Holiday dates. Clerk to update the Council, with proposals, at next meeting.	Clerk
4. The decision to adopt the Charter between Mid Devon and Town and Parish Councils would be taken at the next meeting.	Chairman
15. <u>PR:</u> The Council requested PR on the following topics:	Clerk
1. A note on retiring Councillors.	
2. An information note on the new street lighting plan.	
3. The composition of the Hemyock Parish Council.	
16. <u>Date of the Next Meeting.</u> Wednesday 3 August 2011.	All to note

Signed.....

Date.....