

Hemyock Parish Council Meeting
held in the Forbes Lounge on 18th May 2011

	Action
<p><u>Present:</u> Mrs.H.Stallard (Chair), Mr.I.McCulloch (Vice Chair), Mr.R.Brooke, Mr R Calcraft, Mrs L Clist, Mr S Clist, Mr.J.Edwards, Mr R Hart and Mr.L.Povah. Also, Mr.F.Rosamond (District Councillor) and 4 members of the public.</p>	-
<p><u>Apologies:</u> Mr R Radford.</p>	-
<p><u>Public Question Time:</u> There were no public questions.</p>	-
<p><u>Election of Chairman and Vice-Chairman:</u></p> <ul style="list-style-type: none"> • <u>Chair.</u> The Clerk asked the Councillors for nominations to fill the Chairman post. There was only one nomination and Mr McCulloch proposed Mrs Stallard and this was seconded by Mr Hart. The Committee voted unanimously to return Mrs Stallard to the Chairman appointment. • <u>Vice-Chair.</u> The Chairman asked the Councillors for nominations for the post of Vice-Chairman. There was only one nomination and Mr Povah proposed Mr McCulloch and this was seconded by Mr Edwards. The Committee voted unanimously to return Mr McCulloch to the Vice-Chairman appointment. 	<p>All to Note</p> <p>All to note</p>
<p><u>Welcome to new Councillors and Clerk:</u> The Chair welcomed all new Council members to the Council. The Chair also welcomed the new Clerk to the Council.</p>	Note
<p><u>Co-Option onto the Council Committee:</u></p> <ul style="list-style-type: none"> • The Council were 2 short of the recommended 10 councillors and it was proposed by Mr McCullough and seconded by Mr Povah (carried unanimously) that the Parish Council should consist of 10 councillors. The Clerk would advertise for Councillors via the parish Pump Magazine and place details on the notice boards with a closing date of 27 June 2011. • The Chair advised that Mr R Brooke and Mr D Barton had forwarded their names for co-option onto the committee as Councillors. However, Mr Barton had subsequently been appointed to the Clerk appointment and had withdrawn. Mr Brooke was therefore proposed by the Chair to join the Committee and this was seconded by Mr Hart and unanimously supported by the committee. 	<p>Clerk</p> <p>All to note</p>
<p><u>Election of Councillors to Committees:</u> The Chairman reminded Councillors of the volume of work likely to be involved with the important committee work and then asked for nominations to fill the 9 positions:</p> <ol style="list-style-type: none"> 1. <u>Planning Committee.</u> Six councillors volunteered to this appointment as follows: the Chair, the Vice-Chair, Mr Clist, Mr Edwards, Mr Hart and Mr Povah. The Clerk was tasked to acquire 3 hard copies of the Development Management Plan and pass them to councillors. 2. <u>Finance Committee.</u> Nominations included the Vice-Chair and Mr Brooke. Mrs S Cartledge had advised that she was prepared to be co-opted onto this committee, if required at a later date. The Clerk would also be a co-opted member of the finance committee. The Chair also requested the Clerk to advise Councillors by e-mail of bills to be paid prior to each meeting. 3. <u>Cemetery Representative.</u> Mrs E Clist volunteered to lead this committee. 4. <u>Footpath Committee.</u> Mr Povah volunteered to lead this committee. 	<p>All to Note Clerk</p> <p>All to Note Clerk</p> <p>All to Note</p> <p>All to Note</p>

<p>5. <u>Parish Hall Representative.</u> Mr Calcroft volunteered to be the representative on this committee.</p> <p>6. <u>Millhayes Development Committee.</u> After some discussion it was agreed that the Millhayes development was now the Healthy Living centre and was a limited company with its own trustees. There was therefore no requirement for a councillor to be on this committee.</p> <p>7. <u>Garages Project.</u> The Chair and Mr Brooke volunteered to guide this committee.</p> <p>8. <u>Longmead Management Committee.</u> The Chair and vice-Chair volunteered to attend this committee.</p> <p>9. <u>Blackdown Parishes Network.</u> The plan is to be issued shortly and it will involve working closely and coordinating our effort with Culmstock parish council and particularly for the footpath and transport issues. The Chairman currently chairs the network and will be assisted by Mrs Clist. The Chair advised that the Clerk would also attend Network meetings.</p>	<p>All to Note</p> <p>All to Note</p> <p>All to Note</p> <p>All to Note</p> <p>All to Note</p>
<p><u>Election to Working Groups:</u> The Chair discussed the working groups and the Committee elected the councillors unanimously to the 5 groups.</p> <p>1. <u>The Hemyock Emergency Plan.</u> Mr S Clist would head up the emergency plan and would be assisted by Mr Don Atlee, lay member. The Clerk would also provide support and contact Pastor Reed for the latest plan. The plan would then be reviewed by Mr Clist and team with a view to updating the committee at the next meeting.</p> <p>2. <u>Developing the Culm Valley Footpath.</u> Mr Povah and Mr Calcraft were appointed to the footpath group and he was aware that he would have to work closely with Culmstock and Uffculme parish councils and respond quickly to grant/funding deadlines. Mr Calcraft was aware of another possible volunteer and would approach him to see if he wanted to join the Group. The Council had received an e-mail from Simon Bramley dated 23 February 2011 and the Clerk would replay and copy it to Mr Povah.</p> <p>3. <u>The Environmental Group.</u> Mr Paul Steed had some environmental issues to take forward and it was proposed that he address the next meeting on 1st June 2011 – or in writing if he was unable to attend. The Clerk would e-mail Mr Steed with the Councils wishes.</p> <p>4. <u>The Housing Group.</u> The Chair and Vice-Chair would lead this working group. The recent Hemyock housing survey advised that people wanted local development to cover affordable housing. The Chair advised that there were briefings on the subject on 14 June (Dartmouth) and 15 June (Chumleigh) and the details would be passed to the Clerk to see if a brief could be arranged in Hemyock.</p> <p>5. <u>The Charities Group.</u> The Mary Waldron and Second Poor (also called Peter Hallway) charities would be lead again by Mr Edwards and Mr Hart and assisted by Mrs Sally Cartledge. They advised the committee that the name Second Poor put some eligible persons off applying and it was agreed that Mr Edwards and Mr Hart would speak to Mr Brian Clist to see if there was any reasons why they could not change the name of the charity to Peter Hallway.</p>	<p>Clerk</p> <p>Mr Clist</p> <p>Mr Calcraft</p> <p>Clerk</p> <p>Clerk</p> <p>Chairman Clerk</p> <p>Mr Edwards & Mr Hart</p>
<p><u>Planning approved.</u> The Council discussed and approved the following 2 planning applications:</p> <ul style="list-style-type: none"> • 11/00366/FULL- Erection of single story extension, replacement porch and external alterations at Luggs, Culm Davy, Hemyock. Proposed by Mr 	

<p>Povah and seconded by Mr Hart and carried unanimously.</p> <ul style="list-style-type: none"> • 11/00669/FULL – Erection of 2 two-storey extension to side and rear at Ashculme Cottage, Hemyock. Proposed by vice-Chair and seconded by Mr Calcraft and carried unanimously. 	<p>Clerk Clerk</p>
<p>Finance: The parish committee books of account were being audited so business was limited to one item.</p> <ul style="list-style-type: none"> • Insurance. The Came and Company rep, Mr Andy Cotter, visited the Chair and Vice-Chair to discuss the policy in Hemyock on 13 May. The policy was reviewed 3 years ago for value for money and it was proposed by Mrs Clist and seconded by Mr Calcraft and supported unanimously to continue with the same policy for a further 3 years at an annual premium of £3,732.92. The insurance policy required an independent annual inspection of the children's play areas and sports facilities and it was proposed by Mrs Clist and seconded by Mr Calcraft check and passed unanimously to use the recommended Company, Digley Associates costing £35 per site, plus VAT. The Vice-Chair and Clerk also agreed to review the asset register. The Clerk was also tasked to pay the insurance invoice which was due on 1 June 2011. 	<p>Clerk Vice-Chair Clerk</p>
<p>District Council Report: Mr Rosamond advised that he had been elected as District leader of the independent party and was Chair of Scrutiny. The challenges he felt were: savings on recycling, planning and economic development, more affordable housing, working more closely with the voluntary sector, the NHS and making leisure centres more economic. He also advised that David Pugsley was back and Brenda Hull was the new leader.</p>	<p>All to Note</p>
<p>Correspondence: The following correspondence was discussed:</p> <ul style="list-style-type: none"> • River Culm and Millhayes Bridge. Mr Walling from the Environment Agency e-mailed the Chair on 4 May. The Council were in favour of realigning the river in order to safeguard the exposed inspection chamber but did not have any funds to allocated. The Clerk was requested to reply to the e-mail accordingly. • Walkway Bridge over Floodplain. It had been reported that the gate set in the walkway bridge over the floodplain was difficult to operate. Mr Povah had matters in hand with the Contractor and would not pay the final payment (approx £1,500) until the gate was fully operational. • Use of E-mail to conduct Council Work. The committee voted unanimously to conduct all Council work using e-mail, where appropriate, and this was proposed by the Vice-Chair and seconded by Mr Brooke. The Committee requested that the Clerk bring “hard” copies of the minutes and agenda to all future meetings. In addition, the Clerk would provide “hard” copies of all correspondence to Mr Clist and Mr Hart. <p>PR:</p> <ul style="list-style-type: none"> • Following direction from the Committee, the Clerk would in future be responsible for actioning all PR matters. • The Clerk would approach Pastor reed for a handover brief on the subject. • The Committee requested an article to all appropriate outlets on the personalities making up the new Council and a note on the new Clerk. 	<p>Clerk Mr Povah Clerk All to Note Clerk Clerk</p>

<p><u>Chairman's Business:</u> The Chair tabled the following business:</p> <ul style="list-style-type: none"> • <u>Retiring Councillors.</u> The Clerk was to approach the 2 retiring councillors (Mrs Cartledge and Pastor Reed) re a small gift of appreciation for their much appreciated council work term. • <u>The Good Councillors Guide.</u> This publication (second edition) was distributed to all members of the Council. The Clerk holds 2 spare copies. • <u>The Parish Councillor's Guide by Paul Clayden.</u> Copies of this publication are on order and when received will be passed to Mr Clist. • <u>Councillor's Training Session.</u> The Chair proposed (and it was passed unanimously) to hold a Councillors training session between 1900 and 2130 hrs on a Wednesday in Hemyock. Depending on numbers the intention was to invite members from Clayhidon and Culmstock as well as the District and possibly County Councillor. In house training would be less expensive (currently £150 per head), efficient use of personal time and more convenient for councillors. 	<p>Clerk</p> <p>All to Note</p> <p>Clerk</p> <p>Chair</p>
<p><u>Section 2 Business:</u> There being no further business the public part of the meeting closed at 9.15pm and it was proposed by Mr.McCulloch, seconded by Mrs.Stallard that the meeting go into a Section Two – the public left the hall.</p>	

Signed.....

Date.....