

Hemyock Parish Council
Monthly Meeting
held in the Forbes Lounge at 7.30pm on 1st March 2017

Subject	Action
<p>1. <u>Present</u> Mrs H Stallard (Chair), Mr T Barton, Mr S Clist (Vice-Chair), Mr P Doble, Miss P Lawrence, Mr N Moon, Mr L Povah, Ms J Pritchard, Mr N Punnett, Councillor F Rosamond (District Councillor), Councillor R Radford (County Councillor), Mrs D Evans (Parish Clerk) and members of the public.</p> <p><u>Apologies</u> Mr R Calcraft (received and approved)</p>	
<p>2. <u>Declarations of Interest/Dispensations</u> The clerk declared that:- Agenda item 11 - Mrs H Stallard, Mr P Doble & Ms Pritchard have a personal interest as they are members of Longmead Management Committee. Agenda item 14 – Mr S Clist has a personal interest as he is a member of Devon Wildlife Trust. The trust advises the parish council with regard to its management of the commons. He has a personal interest as he is a member of the Devon Countryside Access Forum. Mr N Moon has a personal interest as he is a member of the Rough Shoot syndicate which uses the commons. Agenda item 17 - Mrs H Stallard has a personal interest as she is a member of The Garages Committee. Agenda item 18 - Mrs H Stallard, Ms J Pritchard and Mr N Punnett have a personal interest as they are members of The Blackdown Hills Parish Network. Agenda item 19 – Ms J Pritchard has a personal interest as she is a school governor.</p>	
<p>3. <u>Public Participation</u> The following were reported/raised:- 3.1 Clerk was asked to arrange for the spoil heap in the cemetery to be removed from the site. 3.2 A tree near to the entrance to the Castle has been marked by DCC with a red cross and notice asking the owners to contact DCC. The parish council believes the land belongs to DCC. Clerk to advise DCC and urge immediate action.</p>	<p>Clerk Clerk</p>
<p>4. <u>Tennis Club Update</u> Representatives from the Tennis Club are gathering more information reference shared access of floodlight pole and will update the council at its meeting in April.</p>	
<p>5. <u>Minutes from Previous Meetings</u> PROPOSAL: The council minutes of the 1st & 21st February are approved. PROPOSED: Mr T Barton SECONDED: Mr N Punnett DECISION: passed (all in favour)</p>	
<p>6. <u>Matters Arising</u> 6.1 St Margaret's Brook – schedule of works has been drafted. Clerk to contact several contractors to establish who might tender for the works. 6.2 Hedge planting – Culmstock Road – plants have been ordered and Mrs H Stallard will arrange collection. Planting will be 2.45pm on Saturday 4th March, please bring trowels. 6.3 Policies 6.3.1 Code of Conduct – reviewed, no changes 6.3.2 Protocol for recording meetings - reviewed, no changes 6.3.3 Freedom of Information – updated 6.3.4 Complaints Procedure – minor revisions 6.3.5 Procurement Policy – removed (as now included in Financial Regulations & Standing Orders) 6.3.6 Vexatious Policy – reviewed, no changes 6.3.7 Staff Appraisal Policy – reviewed, no changes 6.3.8 Sickness Absence Policy – new policy 6.3.9 Disciplinary Policy – new policy 6.3.10 Grievance Policy – new policy 6.3.11 Health & Safety Policy – new policy 6.3.12 Equal Opportunities Policy – new policy 6.3.13 Grant Awards Policy – new policy 6.3.14 Data Protection Policy – new policy</p>	<p>Clerk HS</p>

<p>6.3.15 Training & Development Policy – new policy 6.3.16 Asset Register – revised 6.3.17 Record Management Policy – new policy PROPOSAL: The council adopts and accepts the revised policies listed above. PROPOSED: Mr S Clist SECONDED: Miss P Lawrence DECISION: passed (all in favour). Clerk will add Social Media Policy next month and issue up to date policies to all councillors.</p>	Clerk																																					
<p>7. District Council Report Councillor Frank Rosamond reported:- The trade waste query previously raised reference cardboard collection is being considered by MDDC. Enforcement Officers have inspected Jewells Farm, following many concerns about traffic and noise. Architects have put forward numerous plans for the rear of Tiverton Town Hall and these are being considered. Greater Exeter Strategic Plan - Mid Devon, East Devon, Teignbridge and Exeter City councils in partnership with Devon County Council, have teamed up to write the joint Greater Exeter Strategic Plan (GESP), which looks forward to 2040 and should help bring forward a better future for the wider area. A consultation is being held between 27 February and 10 April 2017 for residents, developers and landowners to submit their comments, which will form part of the first phase of the plan preparation process.</p>																																						
<p>8. County Council Report Councillor Ray Radford reported:- DCC will receive an extra £3.19m for pot holes and patching and an extra £7.1m towards roads maintenance. It is hoped this will go towards rural roads. Devon produces on average 458 kilos of waste per person per annum. DCC want to reduce this figure and have set a target of 455 kilos per person per annum.</p> <p>Councillor Radford asked for contact details for Hemyock Brownies so that he might discuss with them the granting of Locality Budget funds. Clerk to provide contact details.</p> <p>Mr S Clist asked about the disparity of funding between rural and urban areas with regard to care. Councillor Radford confirmed that Devon MPs are continually raising these issues on our behalf. Councillor Radford was asked to thank Highways for resurfacing Station Road and to request that the traffic calming bumps be reinstated. Black Lane, Ashculme pot hole to be reported</p>	Clerk RR Clerk																																					
<p>9. Finance 9.1 Income & Expenditure INCOME</p> <table border="1" data-bbox="86 1294 858 1335"> <tr> <td>1.</td> <td>2.55</td> <td>Interest HSBC deposit</td> </tr> </table> <p>EXPENDITURE</p> <table border="1" data-bbox="86 1400 1007 1512"> <tr> <td>1.</td> <td>796.40</td> <td>D Evans</td> <td>Wages & Expenses</td> </tr> <tr> <td>2.</td> <td>53.00</td> <td>MDDC</td> <td>Cemetery Waste 4/15-3/17</td> </tr> <tr> <td>3.</td> <td>60.50</td> <td>I Pike</td> <td>Cemetery maintenance</td> </tr> </table> <p>BANK RECONCILIATION</p> <table border="1" data-bbox="73 1588 786 2009"> <tr> <td>HSBC Community a/c</td> <td>12,877.57</td> </tr> <tr> <td>HSBC Deposit</td> <td>75,007.01</td> </tr> <tr> <td>HSBC Griffith/Flay</td> <td>0</td> </tr> <tr> <td>HSBC P3</td> <td>0</td> </tr> <tr> <td>HSBC Longmead</td> <td>1.27</td> </tr> <tr> <td>Unity Trust Bank current</td> <td>28.15</td> </tr> <tr> <td>Unity Trust Bank deposit</td> <td>94,259.50</td> </tr> <tr> <td>Unity Trust Bank GF</td> <td>704.20</td> </tr> <tr> <td>Unity Trust Bank P3</td> <td>1,582.28</td> </tr> <tr> <td>Nationwide Bond</td> <td>75,000.00</td> </tr> <tr> <td>Total</td> <td>259,459.98</td> </tr> </table> <p>PROPOSAL: that the income is agreed and the above cheques/payments are paid/agreed.</p>	1.	2.55	Interest HSBC deposit	1.	796.40	D Evans	Wages & Expenses	2.	53.00	MDDC	Cemetery Waste 4/15-3/17	3.	60.50	I Pike	Cemetery maintenance	HSBC Community a/c	12,877.57	HSBC Deposit	75,007.01	HSBC Griffith/Flay	0	HSBC P3	0	HSBC Longmead	1.27	Unity Trust Bank current	28.15	Unity Trust Bank deposit	94,259.50	Unity Trust Bank GF	704.20	Unity Trust Bank P3	1,582.28	Nationwide Bond	75,000.00	Total	259,459.98	
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<p>PROPOSED: Miss P Lawrence SECONDED: Mr S Clist DECISION: passed. (all in favour)</p>	
<p>10. <u>Clerk Update</u> 10.1 Police Update – PCSO Tracey Peters sent the following report:- There was just one crime to report for this month, which was a domestic related incident. There were seven logs reported, which included a traffic related incident and four reports relating to a concern for welfare/safeguarding issue.</p>	
<p>11. <u>Longmead</u> 11.1 BMX track – nothing to report, work is on-going. 11.2 Skatepark – Longmead Management Committee has no objection in principle to installing a skatepark between the MUGA and the pavilion. Mr S Clist to establish a working group with Mr L Povah, Mr N Punnett, Mr P Doble and representatives of potential users to take this forward. 11.3 Dogs on pitches – several parishioners have asked about the new signs at Longmead. Newsletter and PR to cover this. The positioning of the signs will be reviewed if they cause an issue for the football club.</p>	SC/LP/PD/ NP
<p>12. <u>Highways</u> 12.1 Pencross Hill Improvements - Mrs H Stallard met with Nigel Smith, an independent highway consultant. He has advised that he could draw up plans to take to Highways at a cost of £700. A discussion ensued about the merits of using an independent consultant rather than dealing with Highways directly; whether there were other options for resolving any traffic issues (pressure points/traffic lights); the costs of any such scheme; the opinion of the AONB’s planning officer; the impact any such scheme would have on future development in the village; and whether or not there was an issue with traffic/passing places. Mrs H Stallard expressed her strong opinion the scheme should go ahead. Clerk was asked to approach Highways to establish what advice it might offer and how much such advice may cost. 12.2 Mr S Clist reported that Highways had jetted the gulleys by Lydensign but further investigations were necessary.</p>	
<p>13. <u>TAP Fund 2016/2017</u> 13.1 Clayhidon Parish Council has submitted TAP fund applications for £1,000 towards extension to village car park and £975 towards clearance work at Wiltown Turbary. The applications were submitted to meet the deadline and it now asks for support from Hemyock. PROPOSAL: Hemyock Parish Council supports both TAP fund applications. PROPOSED: Mr S Clist SECONDED: Miss P Lawrence DECISION: passed. (all in favour)</p>	
<p>14. <u>Commons Management Group (CMG)</u> Nothing to report</p>	
<p>15. <u>Cemetery</u> Mr S Clist & Mr T Barton are meeting at cemetery at the weekend to discuss railings.</p>	
<p>16. <u>Footpaths</u> Nothing to report.</p>	
<p>17. <u>The Garages</u> Nothing to report.</p>	
<p>18. <u>Blackdown Hills Parish Network</u> A ‘Housing & Planning Advice For Councillors’ leaflet is being developed for publication and distribution to parish councillors, explaining their role in assisting local planning decisions. The Traffic, Transport & Highways group is looking at road maintenance, concerns about speeding traffic, the volume of HGV traffic and public transport issues. Clerk to scan and copy letter from Neil Parish MP reference HGVs and SAT NAVs.</p>	Clerk
<p>19. <u>Primary School Governor Update</u> Representatives from the school will attend the Annual Parish Meeting (APM) and share its school review and ideas for traffic improvements.</p>	
<p>20. <u>Items raised by Chairman</u> 20.1 The sign post by Withy Lane has disappeared. Mrs H Stallard to investigate and, if found, ask Mr R</p>	

<p>20.2 Calcraft to repair it. Mrs H Stallard raised the subject of the annual meeting of the council (which is to be held in May). She is unable to attend the scheduled meeting on 3rd May and asked if the council wished to hold a normal monthly meeting on 3rd May and an additional meeting on 10th May, this to be scheduled as the 'annual' meeting. This suggestion was rejected. The council will hold its annual meeting of the council on 3rd May as planned.</p>	
<p>21. <u>Items raised by Councillors</u> 21.1 Mr N Punnett reminded all to comment on the draft newsletter. 21.2 Miss P Lawrence will co-ordinate a litter-picking event in the village on Sunday 9th April – all to meet at Village Hall at 2.30pm. 21.3 Parish Plan – working group needs to meet in order to have something prepared for the APM. Meeting to be held 10.30am at Mrs H Stallard’s house on Wednesday 8th March. 21.4 Miss P Lawrence has been informed that a name may have been omitted from the war memorial. Miss P Lawrence to investigate further. Clerk to check archives for information. 21.5 Mr S Clist reminded the meeting of the Blackdown Hills Hedge Association ‘Skills of the Hills’ event on Saturday 4th March at Chubbs Farm, Alston.</p>	<p>PL Parish plan working group PL/Clerk</p>
<p>22. <u>PR</u> The council requested PR on:-</p> <ul style="list-style-type: none"> • Litter-picking event – Sunday 9th April – 2.30pm Village Hall • Keep dogs of pitches at Longmead • Annual Parish Meeting – Wednesday 29th March at 7.30pm Parish Hall 	
<p>23. <u>Date of next Meeting</u></p> <ul style="list-style-type: none"> • Annual Parish Meeting 29th March at 7.30pm Parish Hall. • Full council meeting 5th April 7.30pm. 	

Meeting closed at 9.50pm

Signed Dated