

**Hemyock Parish Council**  
**Monthly Meeting**  
**held in the Forbes Lounge at 7.30pm on 2<sup>nd</sup> November 2016**

Subject	Action
<p><b>1. <u>Present</u></b>  Mrs H Stallard (Chair), Mr T Barton, Mr S Clist (Vice-Chair), Mr R Calcraft, Miss P Lawrence, Mr N Moon, Mr L Povah, Ms J Pritchard, Mr N Punnett, Councillor R Radford (County Councillor), Mrs D Evans (Parish Clerk) and 5 members of the public.  <b><u>Apologies</u></b> Councillor F Rosamond (District Councillor) and Mr P Doble (received and approved)</p>	
<p><b>2. <u>Declarations of Interest/Dispensations</u></b>  The clerk declared that:-  Agenda item 3 - Mrs H Stallard &amp; Ms J Pritchard have a personal interest as they are members of Blackdown Hills AONB Management Committee.  Agenda item 13 - Mrs H Stallard has a personal interest as she is a member of Longmead Management Committee.  Agenda item 16 – 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 19 - Mrs H Stallard and Mr R Calcraft have a personal interest as they are members of The Garages Committee.</p>	
<p><b>3. <u>Blackdown Hills AONB Natural Futures Culm Community Crayfish Project</u></b>  James Maben updated the meeting on the work the Natural Futures team has completed, including working with the Healthy Living &amp; Activities Centre and Buckland St Mary School to create a garden space/wildlife garden. James and his team are submitting a bid to the Heritage Lottery Fund for the Culm Community Crayfish project and asked for a letter of support from the parish council.  The aim of the project is to help protect the native white-clawed crayfish. The project will work with schools and other community groups and volunteers to take action to protect these unusual and increasingly rare animals, Britain's largest freshwater invertebrates. The project will raise awareness and involve people in their local river by taking practical action to improve the river habitat for crayfish, survey and monitor the river's health and reduce numbers of the alien signal crayfish.  <b>PROPOSAL:</b> The council supports the project and will provide a letter of support.  <b>PROPOSED:</b> Mr S Clist  <b>SECONDED:</b> Mr R Calcraft  <b>DECISION:</b> passed (all in favour)</p>	Clerk
<p><b>4. <u>Public Participation</u></b>  The following were reported/raised:-  4.1 Mr I Pike asked that a temporary sign be erected at the cemetery during the festive period to remind visitors that wreaths should not be fixed to the ground using wire or metal skewers. These stakes may cause damage to mowing and strimming equipment.</p>	Clerk
<p><b>5. <u>Minutes from Previous Meetings</u></b>  <b>PROPOSAL:</b> The council minutes of the 5<sup>th</sup> October meeting are approved.  <b>PROPOSED:</b> Mr N Punnett  <b>SECONDED:</b> Mr T Barton  <b>DECISION:</b> passed (all in favour)</p>	
<p><b>6. <u>Planning</u></b>  The following planning applications were considered:-  6.1 16/01530/FULL. 50 Station Road, Hemyock. Mr R Hart. Erection of 2 semi-detached dwellings following demolition of outbuildings and alterations to vehicular access.  <b>PROPOSAL:</b> The council supports the application.  <b>PROPOSED:</b> Mr S Clist  <b>SECONDED:</b> Mr N Moon  <b>DECISION:</b> passed (all in favour)  6.2 16/01421/FULL. Brook House, High Street, Hemyock. Ms A Simants. Change of use of bed and breakfast (Use Class C1) to single dwelling (Use Class C3).  <b>PROPOSAL:</b> The council supports the application.</p>	

<p><b>PROPOSED:</b> Mr S Clist  <b>SECONDED:</b> Mr T Barton  <b>DECISION:</b> passed (all in favour)</p> <p>6.3 16/01621/FULL. The Old Storage Building, Culmbridge Mill, Hemyock. Mr W Scoble. Conversion of barn to dwelling.  <b>PROPOSAL:</b> The council supports the application.  <b>PROPOSED:</b> Mr N Punnett  <b>SECONDED:</b> Mr S Clist  <b>DECISION:</b> passed (all in favour)</p> <p>The following approval was noted for:-</p> <p>6.4 16/01295/HOUSE. 35 Hollingarh Way, Hemyock. Erection of single storey rear extension</p> <p>The following withdrawal was noted for:-</p> <p>6.5 16/01143/HOUSE. Studleys, Hemyock. Conversion and extension of detached double garage to form additional ancillary accommodation.</p>	
<p><b>7. <u>Matters Arising</u></b></p> <p>7.1 St Margaret's Brook – carry forward to next meeting.  7.2 Car Park – carry forward to next meeting.  7.3 Old School Court – Clerk has chased up a response but heard nothing.  7.4 Community Speed Watch – volunteers have been trained and will commence sessions shortly. The first three sessions will be supervised by the police.  7.5 Kissing Gate – work is due to commence shortly.  7.6 Defibrillators – The defibrillators will be delivered on 4<sup>th</sup> November. The training session will be held on Wednesday 30<sup>th</sup> November, 7-9pm, in Parish Hall. St Mary's Charity &amp; Coffee Shop presented the council with a cheque for £1,250. The total funds raised so far is just less than £9,000. Many thanks to all those who have supported the cause.  7.7 Vehicle-Activated Signs – DCC Highways will consider the sites requested and report back later in the month. A sign cannot be used where the National Speed Limit applies (Clayhidon). Clerk to establish if this is county procedure. The design of the sign is yet to be agreed as Highways insists the sign must show a speed limit or reason to slow down i.e. crossroads, bend, but not pedestrians! Clerk to ask for list of acceptable symbols.  7.8 Trees/shrubs, Culmstock Road – the contractor plans to carry out the work on 12<sup>th</sup> November.</p>	<p>LP/SC  Clerk          Clerk</p>
<p><b>8. <u>District Council Report</u></b></p> <p>Councillor Frank Rosamond sent the following report:-  The person appointed as Monitoring Officer to replace Amy Tregellas is Mrs Jill May. Jill is one of the 3 newly-appointed directors of MDDC. The potential for a reciprocal arrangement with Somerset re the Poole Recycling Centre for local Devon residents was explored with the C/Ex but as the restriction only applied to vans and trailers there was no willingness to seek to extend any further. I received a call from a resident concerned about a telephone offer made to an elderly neighbour to gain a council tax refund. Apparently this is a scam with HMRC offering a refund. HMRC does not handle council tax and such emails/calls should be ignored or reported. An aggrieved motorist who received a parking ticket took it upon himself to ram raid the front of Phoenix House but stopped in time, to the relief of the staff in reception. Now bollards are being installed to prevent any repetition. The Council has been criticised in a Standards disciplinary case for not allowing a right of representation or appeal. Two councillors have been suspended from all committees until the end of the municipal year. As a consequence the constitutional protocols are being reviewed. The Cabinet approved undertaking detailed research into the potential of forming a property development special purpose vehicle to facilitate an increased level of housing and commercial delivery within the district. The stripping and refurbishing of the public convenience will commence in January. MDDC achieved the highest increase in recycling rates amongst Devon authorities during 2015/16, climbing to beyond 50% and rising to 55% for the first half of 2016/17. A report suggests that a recycling rate of 85% could be achieved with the continued help of residents placing more of their materials into the correct containers.</p>	
<p><b>9. <u>County Council Report</u></b></p> <p>Councillor Ray Radford reported:- his locality budget remains available to support local organisations. Councillor Radford was asked to progress the reported water problems by Lydensign, Castle Hill. Clerk will provide Councillor Radford with details. Mr S Clist asked about the implications of the proposed Heart of the South West Devolution project and requested the council is kept informed.</p>	Clerk/RR
<p><b>10. <u>Finance</u></b></p> <p>10.1 Income &amp; Expenditure</p>	

**INCOME**

1.	191.20	Mrs Worrall, defibrillator fund raising
2.	130.00	AG Real & Son
3.	2,464.95	BHLAC insurance contribution
4.	205.00	Merstow Green
5.	50.00	AG Real & Son
6.	1.88	Interest, 14 day account
7.	50.00	Stonehenge Masonry
8.	1,250.00	St Mary's Charity & Coffee Shop – defibrillator fund-raising

**EXPENDITURE**

1.	R Calcraft	36.00	Grass cutting, Millhayes
2.	Hemyock Parish Hall	12.00	Room hire
3.	R Taylor	45.00	BMX strim & tidy
4.	S Aldworth	307.50	Audit fee and accountancy fee
5.	South West Water	15.55	Cemetery water bill
6.	S Ward	15.60	Cemetery tree
7.	DALC	168.00	Training course
8.	Open Spaces	45.00	Subscription
9.	St Mary's PCC Hemyock	200.00	Parish Pump donation
10.	British Legion	25.00	Poppy appeal
11.	D Evans	798.18	Wages and expenses
12.	HMRC	11.93	PAYE
13.	Blackdown Hills Parish Network	250.00	subscription
14.	I Pike	148.50	Cemetery & village grass cutting
15.	South West Highways	811.20	HGV signs x 5
16.	Ken White Signs	190.80	BMX sign
17.	H Stallard	48.90	Reimbursement of BMX – broom & watering cans
18.	R Calcraft	4.74	Reimbursement – concrete BMX sign

**BANK RECONCILIATION**

Community a/c	204,074.12
Deposit	52,075.27
Griffith/Flay	704.18
P3	1,991.25
Longmead	1.27
Unity Trust Bank	500.00
<b>Total</b>	<b>258,937.09</b>

**PROPOSAL:** that the income is agreed and the above cheques/payments are paid/agreed.

**PROPOSED:** Miss P Lawrence

**SECONDED:** Mr T Barton

**DECISION:** passed. (all in favour) Mr Calcraft and Mrs H Stallard abstained from voting.

## 10.2 Finance Committee recommendations

## 10.2.1 Unity Trust Bank Account –

**PROPOSAL:** the council moves £100,000 into the new Unity Trust Bank account so that it may be used as the council's current account.

**PROPOSED:** Miss P Lawrence

**SECONDED:** Mr S Clist

**DECISION:** passed. (all in favour)

## 10.2.2 Road Signs -

**PROPOSAL:** the council purchases a selection of signs at a cost of approx. £2,000.00 for community use. These to be stored at the parish council stores at The Garages.

**PROPOSED:** Mr T Barton

**SECONDED:** Mr N Punnett

**DECISION:** passed. (all in favour)

## 10.2.3 New Financial Regulations



16.3	If the council receives any community land as part of any developments in the village, the CMG request that it oversees the management of any such land. Mr S Clist suggested the council should meet with a 106 Officer/Planning Officer to discuss matters.	
<b>17. Cemetery</b>	Nothing to report.	
<b>18. Footpaths</b>	FP 21 Conigar Woods – Devon County Council are providing signage and access points at each end, improving the surface where required and removing inappropriate adjacent signage.	
<b>19. The Garages</b>	The club has received some new volunteers for Tuesday nights but the Friday evening session remains suspended at this time.	
<b>20. Village Maintenance</b>	The clerk has asked for quotations for the refurbishment of two benches and will report back next month.	
<b>21. Housing Needs Survey</b>	Clerk has circulated report. Clerk to publish on village website.	
<b>22. Parish Plan</b>	Clerk has arranged a further meeting on 14 <sup>th</sup> November.	
<b>23. Correspondence</b>	23.1 Healthwatch Voices – Autumn edition noted.	
<b>24. Items raised by Chairman</b>	24.1 Car Park – Mrs H Stallard reported that the council and surgery had been approached with an opportunity to purchase some land on the Hart's yard site to provide parking space for 10 cars. The chair suggested the cost may be in the region of £60k to purchase the land and another £40k to convert it to a car park. The possibility of a loan was suggested. A discussion ensued around access; possible use for doctors' surgery car park during surgery hours; how this would be policed; other houses on the site being developed and using the car park; parishioners on Fore Street using car park to remove vehicles from road thus increasing speed of vehicles on road. The clerk confirmed that the council had the power to acquire land to provide village car parking but not to purchase land for the doctors' surgery. The council could not take advantage of preferential borrowing rates for parish councils to loan this money to the surgery. Mrs H Stallard will establish more detailed information about the opportunity and report back. The surgery was congratulated on its recent 'outstanding' rating from the Care Quality Commission after an inspection and a survey of patients. 24.2 Fire Risk Assessments – Mrs H Stallard reported that it had been brought to her attention that fire risk assessments need to be carried out at all buildings such as The Garages, Longmead and Healthy Living Centre. It was unclear who was responsible i.e. landlord, or tenant, etc. Clerk to clarify.	HS  Clerk
<b>25. Items raised by Councillors</b>	25.1 Mr T Barton is continuing his work on the maintenance person job description. 25.2 Mr S Clist reminded all of the annual Christmas Decorations Competition and suggested Richard Kallaway, chairman of Clayhidon Parish Council, is invited to judge. 25.3 Mr S Clist gave information on several winter fairs. 25.4 Mr S Clist suggested the clerk may wish to consider a degree in Local Governance!	
<b>26. PR</b>	The council requested PR on:- <ul style="list-style-type: none"> <li>• Please keep dogs off pitches at Longmead</li> <li>• Christmas Decorations Competition – please inform the clerk if you are outside of the 30MPH limit and wish to be judged!</li> </ul>	
<b>27. Date of next Meeting</b>	Wednesday 7 <sup>th</sup> December at 7.30pm, Forbes Lounge, Parish Hall	

Meeting closed 10.15pm

Signed ..... Dated .....