

**Hemyock Parish Council Monthly Meeting**  
**held in the Forbes Lounge at 7.30pm on 2<sup>nd</sup> October 2013**

Subject	Action
<p><b>1. <u>Present</u></b>  Mrs H Stallard (Chair), Mr I McCulloch (Vice Chair), Mr R Calcraft, Mr L Povah, Mr S Clist, Mr J Edwards, Mr F Rosamond, Mrs D Evans (Parish Clerk) and 7 members of the public.  <u>Apologies</u>, Mr R Hart, Mr T Barton, Mr R Brooke, Mr S Major and Mr R Radford.</p>	
<p><b>2. <u>Declarations of Interest/Dispensations</u></b>  The clerk declared that:-  Mrs Stallard</p> <ul style="list-style-type: none"> <li>• is a Director of Upper Culm Community Land Trust and there is a dispensation in place for her to participate and vote on any matter relating to Planning Application 12/004198/OUT.</li> <li>• is a Member of the Youth Garages Project Committee</li> <li>• is a Member of the Parish Hall Committee</li> <li>• is a member of Longmead Management Committee</li> </ul> <p>Mr Calcraft</p> <ul style="list-style-type: none"> <li>• is a Member of the Parish Hall Committee</li> <li>• is a Member of the Culm Valley Trail</li> <li>• is a Member of the Youth Garages Project Committee</li> </ul> <p>Mr Povah</p> <ul style="list-style-type: none"> <li>• is a Director of Upper Culm Community Land Trust and there is a dispensation in place for him to participate and vote on any matter relating to Planning Application 12/004198/OUT.</li> <li>• is a Member of the Culm Valley Trail</li> <li>• is a Member of the Youth Garages Project Committee</li> </ul> <p>Mr Clist</p> <ul style="list-style-type: none"> <li>• is a Director of the Upper Culm Community Land Trust and there is a dispensation in place for him to participate and vote on any matter relating to Planning Application 12/004198/OUT.</li> </ul> <p>Mr McCulloch</p> <ul style="list-style-type: none"> <li>• is a member of Upper Culm Community Land Trust and there is a dispensation in place for him to participate and vote on any matter relating to Planning Application 12/004198/OUT.</li> <li>• is Chair of Longmead Management Committee</li> </ul>	
<p><b>3. <u>Public Questions</u></b>  3.1 The footpath from the gate at the Castle to the school is very slippery/slimy.  <i>Clerk to report to DCC.</i></p>	Clerk
<p><b>4. <u>Minutes from Previous Meetings</u></b>  <b>PROPOSAL:</b> The Council minutes of the 4<sup>th</sup> September meeting are approved, subject to the following amendment:- Item 18, Councillor James Edwards is helping to research the names on the roll of honour.  <b>PROPOSED:</b> Mr McCulloch  <b>SECONDED:</b> Mr Calcraft  <b>DECISION:</b> passed (all in favour)</p>	
<p><b>5. <u>Matters arising from previous minutes not on current agenda</u></b>  5.1 <u>Benches</u> – Mr McCulloch has reviewed the Glasdon Catalogue and the prices for new plastic benches vary from £375 to over £700. He will look at the bench at Millhayes to compare and review the benches that may need replacing. He will report back.  5.2 <u>Asset Register/Insurance Review</u> - Clerk has reviewed the register and there are some anomalies to investigate. She is liaising with Chair and Vice Chair for clarification on these.  5.3 <u>Map of Council's responsibilities</u> – Clerk to carry forward. In the meantime, Mr Povah</p>	<p>IM</p> <p>Clerk</p> <p>Clerk/LP</p>

will obtain a large map from DCC																													
<b>6. <u>District Council Report</u></b> Councillor Rosamond thanked the councillors for signing the petition last month for ‘Rural Fair Share’. Tiverton Tourist Information Centre has moved to its new location within the museum. Waste & Recycling costs are increasing disproportionately. MDDC are looking at this in more detail. Some ideas are:- charge for garden waste, only collect rubbish every other week. MDDC has asked for feedback on its planning committee, see Correspondence 19.2 below. The Tiverton Eastern Urban Extension is going before cabinet and will then go out for a public consultation.																													
<b>7. <u>County Council Report</u></b> Councillor Ray Radford sent the following report:- DCC has already cut £120m of government grant funding from the budget in the last four years and there is likely to be another £100m cut in grants for the next four years, that will be a total 40% cut in funding, it really is going to get tough. Some services will be affected, one will be mobile libraries. It is proposed that if the number of borrowers visiting regularly during the last 6 months is less than 3, then the mobile library will stop calling. I am pleased to say that Hemyock should not be affected as the numbers have exceeded more than 3. The message is, use it or lose it. Nevertheless, there will be a consultation over this which will start on 21 <sup>st</sup> Oct. We are already working on next year’s budget and in fact the next four years, because to take £100m will hurt and we need to make plans. To put all our roads, and we have more roads in Devon than there is in Holland, into good condition will take £642m, but our budget is only £30m a year, that is going to take an awful long time, in fact, you could say they will wear out quicker than they are repaired, frightening.																													
<b>8. <u>Planning</u></b> Applications received for:- 8.1 13/01274/FULL – Erection of garden store and gazebo. Lickham Cottage, Hemyock. <b>PROPOSAL:</b> The Council supports the application but questions whether an application is necessary in this instance. <b>PROPOSED:</b> Mr McCulloch <b>SECONDED:</b> Mr Clist <b>DECISION:</b> passed. All in favour. Approval received for:- 8.2 13/00990/FULL – Erection of extension and alterations. Hill Farm Bungalow, Clayhidon 8.3 13/01042/FULL – Erection of extension following demolition of existing porch. Windover Cottage, Madford, Hemyock Notification of application withdrawn for:- 8.4 13/00828/FULL – Retention of gas tank. The Blackdown Healthy Living Centre, Hemyock																													
<b>9. <u>Finance</u></b> 9.1 The meeting was updated on the following financial matters: <u>Income</u> <table><tr><th></th><th>£</th><th>Reason</th></tr><tr><td>1.</td><td>0.43</td><td>Interest P3 a/c</td></tr><tr><td>2.</td><td>0.88</td><td>Interest 14 day a/c</td></tr><tr><td>3.</td><td>135.64</td><td>Redwood &amp; Son</td></tr><tr><td>4.</td><td>82.70</td><td>Fine Memorials</td></tr><tr><td>5.</td><td>0.04</td><td>Interest G/f A/c</td></tr><tr><td>6.</td><td>28,175.00</td><td>MDDC precept – 2<sup>nd</sup> instalment</td></tr></table> <u>Expenditure</u> <table><tr><th></th><th>£</th><th>Payee</th><th>Reason</th></tr></table>						£	Reason	1.	0.43	Interest P3 a/c	2.	0.88	Interest 14 day a/c	3.	135.64	Redwood & Son	4.	82.70	Fine Memorials	5.	0.04	Interest G/f A/c	6.	28,175.00	MDDC precept – 2 <sup>nd</sup> instalment		£	Payee	Reason
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1.	40.00	Community Council of Devon	A sense of place conference
2.	22.00	DALC	Good Councillor Guides
3.	22.00	Hemyock Parish Hall	Room hire
4.	140.00	R Calcraft	Grass cutting Millhayes (Aug & Sept)
5.	95.00	R Taylor	Footbridge, BMX strim & tidy
6.	520.05	D Evans	Clerk's wages and expenses
7.	210.00	I Pike	Village and cemetery grass cutting
8.	200.00	St Marys PCC	Parish Pump Donation
9.	18.28	Southern Electric	Electric bill for Garages Youth Project
10.	3896.29#	Broker Network	Insurance premium
11.	197.40	S Aldworth	Internal audit fee

#### **BANK ACCOUNT RECONCILIATION\***

COMMUNITY A/C	84,898.77
DEPOSIT A/C	51,983.56
G/F A/C	704.18
P3 A/C	2518.79
LONGMEAD	1.27
<b>TOTAL</b>	<b>£140,106.57*</b>

*\*These figures include income but exclude expenditure*

**PROPOSAL:** that all income is agreed and the above cheques/payments are paid/agreed.  
**#Please see 10.5 below for information on expenditure item No 10, Broker Network.**

**PROPOSED:** Mr Povah

**SECONDED:** Mr Clist

**DECISION:** passed. All agreed.

- 9.2 Mr Povah is due to complete a valuation certificate this week for the last phase of the Garages Youth Project works. The invoice must be paid within 14 days of the valuation.

**PROPOSAL:** Clerk to arrange payment of invoice upon receipt of valuation certificate from Mr Povah. This will be in the region of £30,000.00 and this expenditure has already been agreed.

**PROPOSED:** Mr Povah

**SECONDED:** Mrs Stallard

**DECISION:** passed. All agreed.

#### **10. Clerk Update**

- 10.1 Standing Orders – This work is continuing and another meeting has been arranged for 9<sup>th</sup> October at 7.30pm. The Clerk confirmed that there is no statutory quorum for committee meetings, although NALC recommend a minimum of 3. Due to its small numbers, the Commons Management Group has decided its minimum should be 2, as it is only an advisory group and decisions are made by full council. This needs to be reflected in the draft standing orders.
- 10.2 Culmstock Road Development – Traffic Calming Measure - The Chief Executive (DCC),

Clerk

	Phil Norrey, is meeting with the council on Friday 25 <sup>th</sup> October at 2.30pm to discuss the council's request for traffic calming measures.	
10.3	Dropped Kerbs – Clerk confirmed DCC Highways will fit 2 pairs (4 kerbs) per year. Highways has installed new dropped kerbs at the top of Prowses and the council looks forward to seeing more fitted next year. Clerk to look at possibility of funding some additional kerbs when planning next year's precept work.	Clerk
10.4	TAP Fund – Culmstock endorse Hemyock's proposal for specialist help and equipment at the Youth Garages Project and ask Hemyock to complete the joint application on their behalf. Mrs Stallard will attend Clayhidon's next council meeting to brief them on the latest TAP fund and ask that they join with Hemyock and Culmstock in a joint bid. Mrs Stallard to update at next meeting.	Chair
10.5	Insurance – Clerk has reviewed insurance details and some anomalies have been identified. The Clerk has referred them to Chair and Vice Chair for clarification. Any amendments to the policy may be made after renewal and the premium adjusted accordingly. The council are tied into the current insurer until the renewal next year and the renewal premium is £3,896.29, or £3,701.48 if the council agrees to tie in with them for a further 3 years.	Clerk
	<b>PROPOSAL:</b> Clerk to try and negotiate a discount from the premium, without a tie in.	Clerk
	<b>PROPOSED:</b> Mr Povah	
	<b>SECONDED:</b> Mr Clist	
	<b>DECISION:</b> passed. All agreed.	
	<b>PROPOSAL:</b> Regardless of any discount, Clerk to renew policy without the tie in such that the council may consider alternative insurers at next year's renewal date.	
	<b>PROPOSED:</b> Mr McCulloch	
	<b>SECONDED:</b> Mr Calcraft	
	<b>DECISION:</b> passed. All agreed.	
10.6	Precept – Ideas were suggested for possible projects next year including:- work on St Mary's Brook, dropped kerbs, renewable energy committee, footpath works, Commons Management Group, BMX track, public conveniences, traffic signs, contingency fund, village groundsman.	
10.7	The Great War - The Clerk has located the old minute books and will loan them to the History Group for a short period.	Clerk
10.8	Ashculme Road - DCC Highways will only consider installing new signs if a number of criteria have been met such as:- Highways are already aware of previous incidents and the police have logged these incidents. Clerk will ask PCSO Tracey Peters to look into what records they have of large vehicles becoming stuck on the Ashculme Road.	Clerk
10.9	Pump & Cemetery Railings Maintenance – The Clerk has located the previous specification for these jobs and will include them in next year's budgeted works.	Clerk
10.10	Himalayan Balsam Pulling – Clerk has gathered some information from Linda Bennett (AONB) and June appears to be the time to pull it. Clerk will mention in next PR and ask for a volunteer to coordinate the work. The Chair believed a parishioner had volunteered last year.	Clerk
10.11	12/01498/OUT Old Station Yard Site, outline for the erection of 8 dwellings and 4 employment units – The applicant has informed the Clerk that planning permission is about to be granted and has asked that the council arrange to get its land valued, with a view to discussing the sale of the land. It was agreed that the council would not act until full planning consent is received and then the Clerk will arrange a separate meeting to discuss whether or not the council wishes to sell the land and what action, if any, needs to be taken.	Clerk
10.12	Bus Shelter. DCC has confirmed the bus shelter has been ordered.	
10.13	Blackdown Practice – Dunkeswell Parish Council has approached HPC to see if it would	

<p>consider matching a donating from Dunkeswell Parish Council in order to fund the purchase of another cardiocall machine for the Blackdown Practice. This request will be passed to the Finance Committee for consideration. It was commented that perhaps the Blackdown Support Group, The Violet Chapman Fund, or The Peter Holway Trust may be more appropriate funders.</p> <p>10.14 Police Report – PCSO Tracey Peters sent the following report:- On Wednesday 4<sup>th</sup> September, a female attempted to steal some confectionery from Hemyock Post Office. When challenged she put the items back and has now been banned from the store. On Monday 23<sup>rd</sup> September, police were called to search for a 15 year old male who went missing from a property near Hemyock. He returned to the property but a few hours later he caused extensive damage to the property and some vehicles. The offender will be charged with these offences. Other incidents reported to the police are as follows:- On 12<sup>th</sup> September between 1100hrs – 1800hrs, a parked vehicle was hit causing some damage. Unfortunately there were no witnesses. On 13<sup>th</sup> September, police were called to deal with a neighbourhood issue. On 21<sup>st</sup> September, a liquid substance was poured over a vehicle. However there was no permanent damage. On 22<sup>nd</sup> September, police received another call relating to an on-going neighbourhood dispute. On 22<sup>nd</sup> September, we received a call stating that a caravan had clipped a horse and rider in a lane. Fortunately, there were no injuries and words of advice were given to the driver. On 25<sup>th</sup> September, police were called to a domestic incident, although no offences occurred.</p>	
<p><b>11. <u>Commons Management Group</u></b> Summary of recommendations/actions:-</p> <p>11.1 The group wishes to be quorate with 2 members. The recommended minimum from NALC is 3. However, given the size of the group and the fact that the group is advisory only and that all decisions are made by full council, the group agreed to set its minimum as 2. Clerk to ensure this is covered in the draft standing orders.</p> <p>11.2 Edric Hopkinson, Devon Wildlife Trust, will be invited along to the November meeting to answer questions on what, if anything, needs to be done at Shuttleton Common.</p> <p>11.3 The group congratulated Mr Dave Allen, Culm Vale Gun Club, for the work he continues to do at Hemyock Common.</p> <p>The Chair asked that if anyone wishes to discuss any matters concerning the Commons Management Group, they approach the Chair (Mr Clist), or the Clerk, and not individual councillors.</p>	Clerk
<p><b>12. <u>Highways</u></b> 12.1 Mrs Stallard attended the Highways Matter conference and gave a summary of the day:- The general feeling was that budgets are not enough and inevitably some of the smaller roads will be neglected. Mrs Stallard summarised what the Parish Lengthsman's jobs were and was made aware that some parishes have opted out of the Lengthsman scheme, received a sum of money from DCC in return and are now responsible for organising their own works. There will be some training sessions (Chapter 8) in October/November for those who are going to undertake any kind of work on the Highway. Clerk to approach DCC to enquire what funds would be available if HPC opted out of the Lengthsman scheme.</p>	Clerk
<p><b>13. <u>Cemetery</u></b> 13.1 Tree maintenance – Mr McCulloch &amp; Mr Clist have liaised reference the tree maintenance necessary for this year. The works have been included in the budget for this year. <b>PROPOSAL:</b> Clerk to arrange next phase of works.</p> <p><b>PROPOSED:</b> Mr McCulloch <b>SECONDED:</b> Mr Clist <b>DECISION:</b> passed. All agreed.</p>	

13.2	Mr Ian Pike was thanked for his work clearing the moss at the bottom of the railings.	
<b>14. <u>Footpaths</u></b>		
	<b>Proposed new footpath No 48</b> - Due to three objections from adjacent landowners, the Planning Inspectorate has called a public enquiry. This has been arranged for 25 <sup>th</sup> March 2014.	
<b>15. <u>Culm Valley Trail</u></b>		
	Councillor Ray Radford is pursuing DCC as to whether it will make a commitment to the project, more news is awaited.	
<b>16. <u>Garages Youth Project</u></b>		
16.1	Building work is nearing completion and Mr Povah will complete a valuation certificate for the final work this week. See 9.2 above.	LP
16.2	The Youth Garages Project team has been successful in its bid for funding for flooring. Clerk to give bank details to Chair.	Clerk
16.3	A Halloween fancy dress party is planned for the launch, 6.30pm – 10.30pm. Everyone welcome, there will be a pumpkin competition. See the Garages Sports & Activities Centre Facebook page for more information.	
16.4	The youth workers have finished their programme of work in the village. It is hoped to continue this work with more funding from this year's TAP Fund. In the meantime, the Clerk will ask the Devon Youth Service for a report on achievements thus far.	Clerk
<b>17. <u>Community Land Trust</u></b>		
	Neil Punnett, Secretary of UCCLT, sent the following report:- September 12th saw a visit to the Upper Culm Community Trust from Steve Watson (Wessex CLT Project) and his visitor from New Zealand, Alison Cadman. Alison is a director of the Wellington Housing Trust (Wellington in New Zealand) and was visiting the UK to study affordable housing developments. Steve chose to bring her to Hemyock because our affordable housing project at Griffin Close is leading the way within the South West of England. Alison joined Upper Culm CLT members on a site visit and was impressed by the standard and specification of the homes. On September 17th Hastoe Housing association held a Lettings and Sales information event at the Parish Hall. Over half of the 46 households on the CLTs Register attended the event. The AGM of the Upper Culm CLT is being held in October. New applications for membership and for the role of director have been invited.	
<b>18. <u>WW1 Devon Remembers</u></b>		
	Mr Edwards updated the group following a recent meeting. There are many names on the roll of honour which need investigating. If anyone has any information please contact Councillor James Edwards or Mike Cooper.	
<b>19. <u>Correspondence</u></b>		
19.1	Letter from Planning Inspectorate informing of public enquiry on 25 <sup>th</sup> March 2014 reference proposed new footpath No 48 noted.	
19.2	MDDC review of planning committee procedure. Please pass any feedback to Clerk by 11 <sup>th</sup> October to collate & respond.	
19.3	Devon Police & Crime Commissioners Grant Scheme noted.	
19.4	Glasdon catalogue passed to Mr McCulloch.	
19.5	Letter from DCC informing of public enquiry as per 19.1 above noted.	
<b>20. <u>Items raised by Chairman</u></b>		
20.1	Chair has read through the MDDC draft licensing policy and will feedback on behalf of council. A vote of thanks was made to the Chair for this work.	
<b>21. <u>Items raised by Councillors</u></b>		
21.1	Councillor Frank Rosamond was asked to feedback that if MDDC look at cutting back on green waste collection, there may be an increase in fly tipping.	
<b>22. <u>PR</u></b>		

The Council requested PR on the following topics: <ul style="list-style-type: none"> <li>• Himalayan Balsam Pulling – coordinator and volunteers required</li> <li>• Garages Youth Project</li> </ul>	
<b>23. <u>Date of the Next Council Meeting.</u></b> Wednesday 6 <sup>th</sup> November at 7.30pm Forbes Lounge	

Meeting closed at 10.15pm

*Signed*.....*Date*.....