

Hemyock Parish Council
Monthly Meeting
held via Zoom at 8.00pm on 3rd June 2020

Subject	Action
<p>1. <u>Present</u> Mr T Barton (Chair), Mr S Clist, Parish & District Councillor (from item 11.5), Mr P Doble (Vice Chair), Miss J Fouracre, Miss P Lawrence, Mr N Moon, Mr L Povah, Mr S Ritchie, Mr A Russell, Mrs D Evans (Parish Clerk), Mr R Radford (County Councillor) and 2 members of the public. <u>Apologies</u> Mr R Calcraft</p>	
<p>2. <u>Declarations of Interest/Dispensations</u></p> <ul style="list-style-type: none"> • Agenda item 5.1 - Mr Doble has a personal interest and chooses not to participate in the matter. • Agenda item 11 - Mr Ritchie & Mr Russell each have a personal interest as they are members of Longmead Management Committee. • Agenda item 12.2 - Mr Ritchie has a pecuniary interest as he is one of the tenderers and will leave the meeting whilst this item is discussed. • Agenda item 16 - Mr Moon has a personal interest as he is a member of the rough shoot syndicate that uses the commons. • Agenda item 18 - Miss Fouracre & Mr Calcraft each have a personal interest as they are members of The Garages Committee. • Agenda item 20 - Mr Moon and Mr Doble each have a personal interest as they are trustees of the Healthy Living & Activity Centre 	
<p>3. <u>Public Participation</u> 3.1 The base of the bin by the river (by flood bridge) is full of waste and needs emptying. Clerk to report.</p>	Clerk
<p>4. <u>Minutes from Previous Meeting</u> PROPOSAL: The council minutes of the 6th & 21st May are approved. PROPOSED: Mr Doble SECONDED: Mr Moon DECISION: passed (all in favour).</p>	
<p>5. <u>Planning</u> <i>Councillor Clist chose not to participate in any discussion with regard to the following planning applications because of his membership of the district council's planning committee.</i> The following applications were considered:-</p> <p>5.1 20/00557/HOUSE. Erection of two-storey and single-storey extensions. Westhayes Farm, Hemyock. PROPOSAL: the parish council is content with the application. PROPOSED: Mr Moon SECONDED: Mr Russell DECISION: passed (all in favour). Mr Doble abstained from voting.</p> <p>Approval noted for:-</p> <p>5.2 20/00455/HOUSE. Erection of a rear single-storey extension. 1 Hartley Drive, Hemyock. 5.3 20/00539/FULL. Repositioning of existing container housing biomass boiler (Container A) and retention container housing biomass boiler (Container B). Brookridge Timber Ltd, Hemyock. 5.4 20/00513/FULL. Creation of hardstanding area to improve access. Hemyock Common.</p>	
<p>6. <u>Matters Arising</u></p> <p>6.1 Doors & electricity, The Parish Store – to be carried forward. 6.2 Fingerposts – to be carried forward. 6.3 Dog poo bags dispensers x 2 – have been purchased and will be fitted shortly. 6.4 South West Water – access to community land – to be carried forward. 6.5 Man Shed – to be carried forward. 6.6 Grit bins – PROPOSAL: the parish council purchases 8 grit bins to be located around the village during winter and put into storage during the summer months. PROPOSED: Mr Doble SECONDED: Mr Russell DECISION: passed (all in favour).</p>	Clerk

6.7 Car park – abandoned car, to be carried forward.

7. County Council Report

Councillor Radford circulated the following report before the meeting:-

Over the last 10 weeks most of our DCC staff have been working hard remotely supplying services to the residents of Devon. Many of them have also been seconded to prepare our county for whatever impact the Coronavirus would bring to Devon. Initially we were told to prepare for a high death rate and have the capacity to store bodies if the burial system and crematoriums could not cope. We were asked to help reduce the number of people in hospitals to free up beds for Covid-19 patients and to keep capacity in care homes if we were able. We were also told that money should not be an issue and that the Government would underwrite the cost.

The number of new people reported to have Coronavirus is reducing, as is the number of deaths on a daily basis. The number of Devon care homes affected is now the lowest in the South West. The county council has been given an extra £36.7 million to fight Covid-19 but have already spent well over £42million so far. The 8 district councils have received just under £8million between them. Officers have calculated that the Devon Team of Devon County Council and 8 district councils will need at least another £85million before this is finished. We have been working with the 8 district councils and representatives of the towns and parish councils in Team Devon. Last week we privately sent a joint letter to Robert Jenrick the Secretary of State for HCLGA explaining just what Devon had done and explained that we would still need another £85million to balance the books this year.

The South West, particularly the 4 Counties of Devon, Cornwall, Somerset, and Dorset have not had the infection rates of the rest of the country and there is still a fear that another spike of cases could occur after the tourist season starts in late summer early autumn. Car sales and shops can now open. It is thought that Self Catering accommodation will open next but Hotels, Pubs, Restaurants, and Clubs may be somewhat later. Devon is now one of 11 Beacon Authorities in England and has been asked to lead on the new Test, Track and Contain policy to control the spread of Coronavirus. We will be working with Plymouth, Torbay and Cornwall and the Leader and Phil Norrey, Devon County Chief Executive, will be serving on the national committee being coordinated by Government.

The Government has announced £250million for Cycleways. As yet we do not know just how much will come to Devon but we will be looking to improve town centres to make cycling safer. The latest update on this is that this money is likely to be going to major cities for town centre work. Last week they also announced the allocation of the Pothole and Challenge fund. We always say that Devon has the largest Road network of any local authority in the country. The allocation is for £28.8million, substantially higher than any other county.

I am sure you will have read that DCC has bought the Flybe Academy from the Official Receivers and Exeter College will use it on Engineering Skills training.

Mr Moon enquired about the current policy for vehicles visiting recycling centres – as a parishioner was turned away because they were in a pick-up truck. Councillor Radford will establish the current rules and report back to the clerk.

RR

8. District Councillor Report

Councillor Clist was not present at the meeting at this point.

9. Finance

9.1 Income and expenditure and bank reconciliation.

INCOME

1.	1,173.70	Interest, Skipton
2.	500.00	DCC P3 grant
3.	12.38	Interest, HSBC

EXPENDITURE

1.	340.32	Monument Fuels	BHLAC
2.	161.00	SLCC	Subscription
3.	50.00	Devon Communities Together	Subscription
4.	2,738.36	BK Construction	Wind Barrier, BHLAC
5.	279.66	Glasdon	Dog bag dispensers

6.	80.27	Spot On Supplies	Toilet, consumables
7.	1021.48	D Evans	Wages and expenses
8.	30.50	HMRC	PAYE
9.	391.50	I Pike	Grass cutting and maintenance
10.	120.00	K Amor	Toilet cleaning
11.	1,000.00	BSG	Grant
12.	200.00	St Mary's PCC Hemyock	Grant
13.	273.35	S Aldworth	Audit and accountancy fee

BANK RECONCILIATION

HSBC Community a/c	476.45
HSBC Deposit	94,316.29
HSBC Longmead	1.27
Unity Trust Bank current	100.00
Unity Trust Bank deposit	75,641.85
Unity Trust Bank GF	710.26
Unity Trust Bank P3	1,686.53
Skipton 1-year Bond	86,173.70
United Trust Bank	77,194.74
Total	336,301.09

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

PROPOSED: Miss Fouracre

SECONDED: Miss Lawrence

DECISION: passed (all in favour).

10. Annual Return

10.1 Statement of Internal Controls

PROPOSAL: The council reviews and adopts the statement of internal control

PROPOSED: Miss Lawrence

SECONDED: Miss Fouracre

DECISION: passed (all in favour)

10.2 Internal Audit Report

PROPOSAL: The council notes the findings of the internal audit and approves the implementation of recommendations.

PROPOSED: Miss Lawrence

SECONDED: Miss Fouracre

DECISION: passed (all in favour)

10.3 Annual Governance Statement, year ending 31st March 2020

PROPOSAL: The council adopts the Annual Governance Statement, year ending 31st March 2020

PROPOSED: Miss Lawrence

SECONDED: Miss Fouracre

DECISION: passed (all in favour)

10.4 Accounting Statements year ending 31st March 2020

PROPOSAL: The council adopts the Accounting Statements, year ending 31st March 2020

PROPOSED: Miss Lawrence

SECONDED: Miss Fouracre

DECISION: passed (all in favour)

11. Clerk Report

11.1 Soul Food – it has permission from the pc to use Longmead car park on a Tuesday night. It is noted that they are operating on some Saturdays but it is believed this is on their own land.

11.2 Defibrillators – clerk will organise the annual training session and it was noted that the current 4-year lease expires next year. Clerk to add to agenda for next meeting.

Clerk

<p>11.3 Public Space Protection Orders (PSPO) – MDDC is consulting on its protection order relating to dog control for the next three years. PSPOs are available to Local Authorities to deal with specific nuisance problems, in particular areas that are having, or are likely to have, a detrimental effect on the quality of life for those who live, work or play within the locality. This consultation is to consider widening enforcement powers, in order to deliver a cleaner and more sustainable environment across the District within Mid Devon. The draft order has four main objectives- 1. To reduce dog fouling, 2. Dogs on leads in a) Cemeteries, b) Parks, c) When requested by an authorised officer or police constable, 3. Exclusion of dogs from play areas 4. Limiting the number of dogs walked at a time by one person. This consultation is to canvas local opinion on the plans to introduce Public Spaces Protection Orders.</p> <p>PROPOSAL: All councillors to read report and give any comments to clerk. The pc forms a working group to review report and prepare consultation response to be agreed by full council at next meeting. (Miss Fouracre, Miss Lawrence, Mr Ritchie and Mr Doble)</p> <p>PROPOSED: Mr Ritchie</p> <p>SECONDED: Mr Doble</p> <p>DECISION: passed (all in favour).</p> <p>11.4 Security Gates on flood bridge – a parishioner opened a closed security gate and attempted to jump down from the flood bridge whilst the gate to the field below was in use.</p> <p>PROPOSAL: pc purchases signs warning of danger and fixes tape to top of gates in an effort to highlight that the gates are closed.</p> <p>PROPOSED: Mr Ritchie</p> <p>SECONDED: Mr Povah</p> <p>DECISION: passed (all in favour).</p> <p><i>Councillor Clist joined meeting (he had been locked out of the Zoom meeting due to technical problems)</i></p> <p>11.5 Donations – the clerk confirmed that budgeted grants had not been paid at the end of last year to the Blackdown Support Group and St Mary’s Church and she had therefore added them to the payment schedule. She confirmed that whilst £1,000 had been allocated to the Blackdown Healthy Living Centre, this had not been paid due to the money already spent on improving the centre. It was noted that a further £1,000 had been allocated for this financial year.</p> <p>11.6 The clerk asked that it was minuted that due to Covid 19 and new regulations, the pc did not hold an annual meeting in May and that existing roles and responsibilities will remain until May 2021. Similarly, the pc did not hold an annual parish meeting.</p> <p>11.7 Trade Waste – the pc shares a trade waste collection with the parish hall for its waste from the public toilets.</p> <p>PROPOSAL: pc to contribute 50% of annual costs of trade waste (£75) to parish hall.</p> <p>PROPOSED: Mr Povah</p> <p>SECONDED: Mr Doble</p> <p>DECISION: passed (all in favour). Miss Lawrence abstained as she is a member of the parish hall committee.</p> <p>11.8 Enforcement – the clerk has referred several matters which have been reported to her from around the parish to Enforcement for investigation.</p> <p>11.9 Asset Management – the surveyors report has been received. Finance committee will review the contents but in the meantime the clerk will send a copy to Longmead Management Group and the Blackdown Healthy Living Centre for their attention.</p> <p>11.10 It has been reported to the clerk that cars are being parked at the end of the road at Longmead, blocking the turning head. Clerk will order a ‘keep clear’ sign to be erected.</p> <p>11.11 The bank mandate at HSBC needs to be updated.</p> <p>PROPOSAL: clerk to update mandate at HSBC.</p> <p>PROPOSED: Miss Lawrence</p> <p>SECONDED: Mr Ritchie</p> <p>DECISION: passed (all in favour).</p>	<p>All</p> <p>JF/PD/ SR/PL</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>12. <u>Longmead</u></p> <p>12.1 Bridge at Longmead – it is hoped that it will be repaired by the end of August.</p> <p>12.2.1 Play Area – the clerk has circulated the additional information requested on the surface options and costs, etc.</p> <p>PROPOSAL: the pc resurfaces the play area at Longmead with ‘wet pour’.</p> <p>PROPOSED: Miss Fouracre</p> <p>SECONDED: Mr Ritchie</p>	

<p>DECISION: passed (all in favour).</p> <p>12.2.2 Equipment – a debate took place with regard to the merits of including hopscotch in the wet pour or an additional piece of equipment in the space. It was agreed that an additional piece was the preferred option.</p> <p>PROPOSAL: the pc includes a 4th piece of equipment and if there is insufficient room for this then the second choice would be hopscotch. The clerk instructed to ask the provider if they can include this within the original quote, without additional charge.</p> <p>PROPOSED: Miss Fouracre</p> <p>SECONDED: Mr Doble</p> <p>DECISION: passed (all in favour).</p> <p><i>Mr Ritchie left the meeting</i></p> <p>12.2.3 Ground works. The play provider has confirmed that any warranties/guarantees are unaffected if the pc arranges for a local contractor to undertake the ground works. It was noted that when the local contractors were asked to quote for the ground works they were not given all of the necessary information to enable them to accurately quote (this information had not been received).</p> <p>PROPOSAL: the pc uses a local provider to do the ground works, not the play area provider. The clerk to ask local contractors to requote using the new additional information that has come to light.</p> <p>PROPOSED: Mr Moon</p> <p>SECONDED: Mr Doble</p> <p>DECISION: passed (all in favour).</p> <p><i>Mr Ritchie returned to the meeting</i></p> <p>12.3 BMX Track – to be carried forward.</p> <p>12.4 Tree Works – Mr Povah and Mr Ritchie inspected the tree that had been reported by Longmead Management Group (LMG). For the time being the pc is happy to leave tree alone. Clerk to report back to LMG.</p> <p>12.5 Drains – clerk will obtain three quotations to clear drains once works have been completed at rear of 29 Station Road.</p> <p>12.6 Grass Topping – Mr Doble is unable to commit to topping the edges of the football fields. The pc needs to arrange for a contractor to do this.</p> <p>PROPOSAL: the pc instructs the existing pc contractor to top the edges of Longmead 4 times a year.</p> <p>PROPOSED: Miss Lawrence</p> <p>SECONDED: Mr Doble</p> <p>DECISION: passed (all in favour).</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>13. <u>Highways</u></p> <p>13.1 Station Road pavements – this project is progressing with solicitors.</p> <p>13.2 ‘Doing What Matters’ Highways meeting – Mr Russell and Mr Clist will attend this meeting on behalf of the pc.</p>	<p>AR/SC</p>
<p>14. <u>Cemetery</u></p> <p>Nothing to report.</p>	
<p>15. <u>Footpaths</u></p> <p>Nothing to report.</p>	
<p>16. <u>Commons Management Group</u></p> <p>16.1 Planning permission has been granted for hard standing area at Turbary. The Planning Inspectorate has confirmed that permission from the Secretary of State is not required as this project is not included in the restricted works.</p> <p>16.2 Mr Moon offered to give his time freely to coordinate and arrange to create this hard standing area and to invoice the pc only for materials, including the hire of a digger and driver. Mr Moon was thanked for his generous offer and, whilst this clearly represents value for money, the clerk will take advice from DALC on whether 3 quotations are necessary in this instance.</p> <p>PROPOSAL: Mr Moon coordinates the creation of the hard standing area and invoices the pc for materials including the hire of a digger and driver.</p> <p>PROPOSED: Mr Russell</p> <p>SECONDED: Miss Fouracre</p> <p>DECISION: passed (5 for, 3 against). It was agreed that clerk would seek clarification from DALC on the matter.</p> <p>16.3 Turbary – clerk to ask the gun club to top the turbary.</p>	<p>Clerk</p>

<p>17. <u>Village Maintenance</u> Nothing to report.</p>	
<p>18. <u>Garages Youth Project</u> Nothing to report.</p>	
<p>19. <u>Blackdown Hills Parish Network</u> Nothing to report.</p>	
<p>20. <u>Blackdown Healthy Living & Activities Centre</u> Nothing to report.</p>	
<p>21. <u>Asset Management</u> Nothing to report.</p>	
<p>22. <u>Community Land</u> 22.1 Cavanna Homes – the pc stated its preferred site for the play area was within the development. Cavanna Homes has confirmed that no permanent equipment can be included on the site due to the earthing of overhead electricity cables. This means that the play area will consist of natural features such as logs and timber climbing features but would not necessarily meet the requirements of a Local Equipped Area for Play. Cavanna Homes would be happy to construct a road linking the new development to the open space and to provide a portacabin for onward use. The parish council notes Cavanna Homes comments but are concerned that children will have to cross the main road to get to an existing play area at Logan Way. Councillor Clist will liaise with the planning officer over this point.</p>	SC
<p>23. <u>Correspondence</u> 23.1 CPRE annual report noted. 23.2 Countryside Voices spring edition noted. 23.3 Car park – MDDC rates – small business rate relief noted.</p>	
<p>24. <u>Public Participation</u> Nothing to report.</p>	
<p>25. <u>PR</u> Nothing to report.</p>	
<p>26. <u>Date of next Meetings</u> Wednesday 1st July 2020 at 7.30pm (venue to be confirmed)</p>	

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