

**Hemyock Parish Council**  
**Monthly Meeting**  
**held in the Forbes Lounge at 7.30pm on 4<sup>th</sup> October 2017**

| Subject   | Action |
|---|--------|
| <p><b>1. <u>Present</u></b><br/> Mrs H Stallard (Chair), Mr T Barton, Mr R Calcraft, 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), Mrs D Evans (Parish Clerk) and 15 members of the public.</p> <p><b>Apologies</b><br/> Councillor R Radford (County Councillor)</p>   |        |
| <p><b>2. <u>Declarations of Interest/Dispensations</u></b><br/> The clerk declared that:-<br/> Agenda item 5.1 - Mr Clist has a personal interest as he knows the applicants.<br/> Agenda item 5.3 - Mr T Barton has a personal interest as he knows the landowner.<br/> Agenda item 5.7 – Mr Clist has a pecuniary interest as he does business with the applicant. He will leave the room when this application is discussed.<br/> Agenda item 5.8 – The parish council is the applicant on behalf of the Devon Air Ambulance and the parish.<br/> Agenda item 12 - Mrs Stallard has a personal interest as she is a member of Longmead Management Committee.<br/> Agenda item 7– Mr Clist has a personal interest as he is a member of Devon Countryside Access Forum and Devon Wildlife Trust. Mr N Moon has a personal interest as he is a member of the Rough Shoot Syndicate that uses Hemyock and Shuttleton Commons.<br/> Agenda item 22 - Mrs Stallard &amp; Mr Calcraft have personal interests as they are members of The Garages Committee.<br/> Agenda item 23 - Mrs Stallard, Ms Pritchard &amp; Mr Punnett have personal interests as they are members of the Blackdown Hills Parish Network.<br/> Agenda item 24 - Ms Pritchard has a personal interest as she is a school governor.</p> |        |
| <p><b>3. <u>Public Participation</u></b><br/> The following were reported/raised:-</p> <p>3.1 Parishioners from neighbouring properties raised their concerns about agenda item 5.3, in particular plot 6 and its proximity to nearby properties.</p> <p>3.2 Mrs Steed, Hemyock Tennis Club, enquired about progress on the lease agreement with the council. This to be covered under agenda item 6.</p> <p>3.3 It was suggested that a hedge near Shuttleton Common could be cut back to improve visibility.</p>  |        |
| <p><b>4. <u>Minutes from Previous Meetings</u></b><br/> <b>PROPOSAL:</b> The council minutes of the 6<sup>th</sup> September are approved.<br/> <b>PROPOSED:</b> Mr Barton<br/> <b>SECONDED:</b> Mr Calcraft<br/> <b>DECISION:</b> passed (all in favour)</p>   |        |
| <p><b>5. <u>Planning</u></b><br/> Planning applications considered for:-</p> <p>5.1 17/01375/FULL. Land and Building at NGR 314785 113530, Fourways Barn, Hemyock. Erection of 3 bay stable block and tack room.<br/> <b>PROPOSAL:</b> The council supports the application.<br/> <b>PROPOSED:</b> Mr Moon<br/> <b>SECONDED:</b> Mr Barton<br/> <b>DECISION:</b> passed (all in favour)</p> <p>5.2 17/01480/CLU. Ashculm Corner, Hemyock. Certificate of Lawfulness for the existing use of a caravan in breach of condition (3) of planning permission 01/00451/FULL for a period in excess of 10 years.<br/> <b>PROPOSAL:</b> The council supports the application. It would be an unnecessary upheaval for the applicant after living on site for a many years.<br/> <b>PROPOSED:</b> Mr Clist<br/> <b>SECONDED:</b> Mr Moon<br/> <b>DECISION:</b> passed (all in favour)</p> <p>5.3 17/01510/FULL. Land and Buildings at NGR 313669 113266 Builders Yard, Culmstock Road,</p>   |        |

Hemyock, Erection of 6 dwellings with associated highways, sheds and stores following demolition of existing buildings.

Mr Major, the applicants' agent, outlined the application and plans for the site. Comments were made and questions asked including:- it was a shame the site was not being developed for the elderly in the village (due to its central location). Does the shutlake flow under the site? The splay on to Culmstock Road will reduce the existing parking space available. Plot 6 is too overbearing with regard to the nearby houses on Fore Street. Could plot 6 be a bungalow? Could plot 6 be moved to another location within the site?

**PROPOSAL:** The council makes a site visit on to review the layout of existing buildings and their relationship to neighbouring properties.

**PROPOSED:** Mr Clist

**SECONDED:** Mr Povah

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

The council will meet on Wednesday 11<sup>th</sup> October at 7.30pm at the Parish Hall to discuss and decide its consultation response to MDDC.

5.4 17/01524/FULL. St Mary's Church, Hemyock. Erection of extension and relocation of oil tank.

**PROPOSAL:** The council supports the extension but has concerns reference the location of the oil tank and its proximity to St Margaret's Brook. It would like to see screening of the oil tank on all sides.

**PROPOSED:** Miss Lawrence

**SECONDED:** Mr Clist

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

5.5 17/01350/FULL. Pit Hayne Farm, Hemyock. Erection of replacement farmhouse following demolition of existing farmhouse and attached storage barn, and conversion of existing tractor barn to garage and ancillary accommodation.

**PROPOSAL:** The council supports the application.

**PROPOSED:** Mr Clist

**SECONDED:** Mr Moon

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

5.6 17/01408/PATH. Diversion of Hemyock Footpath 18. Land at NGR 311277 114616 (Pit Hayne Farm) Hemyock.

Mr Povah advised that MDDC Planning only consider footpath diversions if a development blocks an existing footpath. Otherwise the normal procedure is for DCC PROW officers to deal with diversion requests and this would involve a local consultation. Mr Povah believes this application should not be dealt with by MDDC and instead be processed in the usual way via DCC PROW.

**PROPOSAL:** The council asks that this application is deferred until clarification is received.

**PROPOSED:** Mrs Stallard

**SECONDED:** Miss Lawrence

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

*Mr Clist left the room*

5.7 17/01538/CLU. Certificate of lawfulness for the existing use of a dwelling in breach of agricultural occupancy condition (3) of planning permission EN. 6113 for a period in excess of 10 years. Rodleigh Farm, Hemyock.

**PROPOSAL:** The council does not support this application. It does not support removing agricultural ties to properties which it believes are valuable assets to start up agricultural businesses in the community. However, it also believes that the applicants' business, providing agricultural parts and machinery, should qualify as working in agriculture and therefore the applicants are not breaching the occupancy condition.

**PROPOSED:** Mr Doble

**SECONDED:** Miss Lawrence

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

*Mr Clist returned to the room*

5.8 17/01535/FULL. Erection of a 10m lighting column with a pair of 150 watt LED floodlights to provide emergency lighting for Devon Air Ambulance. Land at NGR 313728 113741 (Longmead Recreation Ground) Station Road, Hemyock.

**PROPOSAL:** The council supports its own application.

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|---|-------|
| <p><b>PROPOSED:</b> Mr Calcraft<br/> <b>SECONDED:</b> Mr Punnett<br/> <b>DECISION:</b> passed (all in favour)</p> <p>Application withdrawn for:-<br/> 5.9 17/01247/FULL. Land at NGR 314680 110439 Seviles Croft, Hemyock. Retention of change of use of agricultural land to mixed use of agriculture and nature/environmental education site with campsite and associated structures, construction of all-weather shelter, composting toilets, installation of zipwire and additional car parking area.</p> <p>Discharge of conditions noted for:-<br/> 5.10 17/01056/HOUSE. Foxholes Farm, Clayhidon. Conversion of barn to additional ancillary accommodation discharge of condition 3. No development shall begin until a schedule of works required to secure the safety and stability of the building during the conversion period has been submitted to, and approved in writing by, the local planning authority. Such works shall include measures to support any wall or vertical surface, to support any floor, roof or horizontal surface, and to provide protection for the building against the weather during the progress of the works. The agreed schedule shall be strictly adhered to during the conversion of the works.</p>   |       |
| <p><b>6. <u>Matters Arising</u></b><br/> Tennis Club Lease – the clerk updated the meeting on legal advice received. A number of queries need to be resolved before a quote can be given for the preparation of a lease. Clerk to provide answers to legal adviser and obtain quotation for lease. The council has agreed to enter into a 25-year lease with the tennis club. The lease will be drawn up by the parish council’s solicitor. The parish council has agreed to underwrite the costs of setting up the lease, up to a maximum of £1,000. Ultimately, it is hoped that the tennis club will receive a grant from TAP fund/locality budget to cover these costs.</p>   | Clerk |
| <p><b>7. <u>District Council Report</u></b><br/> Councillor Frank Rosamond reported:-<br/> Following advice from a planning barrister, MDDC has asked the Planning Inspector to postpone the Local Plan review. It is hoped that the adjournment will provide the opportunity for the council to commission an independent report to review the Sustainability Appraisal of the proposed plan. The Greater Exeter Strategic Plan is due for consultation in 2018. The budget planning for 2018/2019 will mean saving a further £3/4m.</p>   |       |
| <p><b>8. <u>County Council Report</u></b><br/> Councillor Ray Radford sent his apologies.</p>   |       |
| <p><b>9. <u>Finance</u></b><br/> 9.1 Finance Committee recommendations:-<br/> 9.1.1 <b>PROPOSAL:</b> The council purchases external doors for The Garages at a cost of £14,180.00, providing they are guaranteed for at least 10 years and following discussions with the owner of the building seeking a contribution and permission.<br/> <b>PROPOSED:</b> Mr Moon<br/> <b>SECONDED:</b> Mr Barton<br/> <b>DECISION:</b> passed (9 for, 1 against)<br/> 9.1.2 <b>PROPOSAL:</b> The council goes ahead with a permanent tarmac solution to the BMX track surface, as per Mr Povah’s recommendation. Mr Povah clarified that he had not recommended a re-surfacing of the track, but merely, as requested, inspected other tarmacked tracks created by the proposed contractor. It was suggested that users have modified the existing track and, therefore, perhaps the best way forward would be to ask the contractor to maintain the track in its un-tarmacked state for a few years and then to review wear and tear and usage after this period. Whilst discussing Longmead, it was reported that people were using the rubbish bin as a dog waste bin. Clerk asked to order a dog waste bin.<br/> <b>PROPOSAL:</b> Clerk to instruct Kye Forte to maintain the track (4 visits per annum) for a period of two years, without strimming as this is undertaken by other contractors. Council to review usage and durability after this period. Clerk to order a dog waste bin.<br/> <b>PROPOSED:</b> Mr Punnett<br/> <b>SECONDED:</b> Mr Moon<br/> <b>DECISION:</b> passed (all in favour)<br/> 9.1.3 <b>PROPOSAL:</b> A donation of £500 is made to Hemyock Lights Brigade to light up two additional trees in the parish.<br/> <b>PROPOSED:</b> Mr Moon<br/> <b>SECONDED:</b> Mr Clist</p> |       |

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

9.1.4 **PROPOSAL:** the council renews the insurance policy at £3,316.57, including a 3-year tie-in discount, as per recommendation from Came & Co.

**PROPOSED:** Mr Moon

**SECONDED:** Mr Clist

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

9.2 Income and expenditure and bank reconciliation

#### INCOME

|    |        |                                       |
|----|--------|---------------------------------------|
| 1. | 2.55   | HSBC interest deposit                 |
| 2. | 5.16   | Unity Trust Bank interest deposit acc |
| 3. | 38,500 | Precept MDDC                          |
| 4. | 0.09   | Interest Unity G/F acc                |
| 5. | 0.29   | Interest Unity P3 acc                 |

#### EXPENDITURE

|           |               |                            |  |
|-----------|---------------|----------------------------|--|
| 1.        | 1,018.20      | D Evans                    | Wages and expenses                               |
| 2.        | 205.00        | I Pike                     | Grass cutting cemetery/village                   |
| 3.        | 140.00        | I Pike                     | Village Maintenance                              |
| <b>4.</b> | <b>192.50</b> | <b>MDDC</b>                | <b>Planning fee Air Ambulance*</b>               |
| 5.        | 372.00        | Tom Brooke Contracting     | Shuttleton Common                                |
| 6.        | 12.20         | Hemyock Parish Hall        | Room hire  |
| 7.        | 10.00         | R Calcraft                 | BMX watering cans                                |
| 8.        | 45.00         | Devon Communities Together | Conference                                       |
| 9.        | 3,316.57      | Came & Company             | Insurance premium                                |
| 10.       | 1,356.00      | Longmead                   | Annual contribution (balance)                    |
| 11.       | 17.64         | N Thompson                 | Reimbursement – oil, volunteer strimmer          |
| 12.       | 75.00         | DALC                       | Conference                                       |
| 13.       | 500.00        | Hemyock Lights Brigade     | Tree lights for Lights Parade                    |
| 14.       | 85.00         | R Taylor                   | BMX & footbridge strim                           |
| 15.       | 462.00        | Hush Farms                 | Maintenance person - pesticides licence/training |
| 16.       | 18.00         | Unity Trust Bank           | Bank charge                                      |

\*already paid – needs to be ratified

#### BANK RECONCILIATION

|                          |                   |
|--------------------------|-------------------|
| HSBC Community a/c       | 13,433.23         |
| HSBC Deposit             | 75,024.45         |
| HSBC Griffith/Flay       | 0                 |
| HSBC P3                  | 0.04              |
| HSBC Longmead            | 1.27              |
| Unity Trust Bank current | 50.00             |
| Unity Trust Bank deposit | 66377.02          |
| Unity Trust Bank GF      | 704.47            |
| Unity Trust Bank P3      | 2,302.35          |
| Nationwide Bond          | 75,000.00         |
| United Trust Bank        | 75,000.00         |
|                          |                   |
| <b>Total</b>             | <b>307,892.83</b> |

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

**PROPOSED:** Miss Lawrence

**SECONDED:** Mr Barton

**DECISION:** passed (all in favour). Mr Calcraft abstained.

#### 10. Clerk Update

10.1 Clerk has attended cemetery course and will draft new procedures and arrange a meeting with cemetery representatives.

10.2 The Vehicle Activated Sign has been delivered. This can be installed once posts have been erected.

Clerk

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| <p>Clerk to chase a date for this.</p> <p>10.3 MDDC has confirmed with clerk that the car park, cemetery and toilets will be grouped together for council tax purposes. The parish council will be able to claim small business rate relief and no rates will be payable.</p> <p>10.4 Police Update :- PCSO Tracey Peters reported that:- There were 5 crimes &amp; 10 incident logs reported in September. Crimes - On 18<sup>th</sup> September, at around 1730hrs, a property was entered and a set of vehicle keys were taken. A blue Mitsubishi pick-up parked at the location was subsequently stolen. Between 20<sup>th</sup> – 21<sup>st</sup> September, a garden shed was entered but nothing was stolen. Between 19<sup>th</sup> – 23<sup>rd</sup> September, there were three reports of criminal damage and/or theft at the same location. Logs - A report of a possible drink driver, a domestic related incident, and two traffic related incidents. There were also two reports, on 16<sup>th</sup> &amp; 26<sup>th</sup> September, relating to a male smashing glass bottles in the road. Both incidents occurred in the early hours of the morning.</p> <p>10.5 Hemyock Lights Brigade will attend the next council meeting in October and update the council on its event planned for 2<sup>nd</sup> December.</p> | Clerk |
| <p><b>11. <u>Development Behind Griffin Close</u></b><br/> The chair explained that the developer had asked for suggestions for a name for the new development.<br/> <b>PROPOSAL:</b> the development is named after former councillor Hugh McLean - perhaps 'McLean Close'<br/> <b>PROPOSED:</b> Mr Clist<br/> <b>SECONDED:</b> Mrs Stallard<br/> <b>DECISION:</b> Failed (3 for, 7 against)</p> <p><b>PROPOSAL:</b> the development is named after the original field name on the tithe map – 'Lower Green'<br/> <b>PROPOSED:</b> Mr Povah<br/> <b>SECONDED:</b> Mr Barton<br/> <b>DECISION:</b> passed (7 for, 3 against)</p> <p>Mr Clist asked it to be minuted that he was disappointed the parish council did not follow a tradition of naming streets after prominent people from the parish.</p>   |       |
| <p><b>12. <u>Longmead</u></b><br/> Ms Pritchard updated the meeting on forthcoming plans at Longmead, including:- pond clearance, scrub clearance, creating a map of the trees planted and a 10-year celebration event in the Spring. Clerk to provide Ms Pritchard with information about potential tree grants via the Woodland Trust.</p>   | Clerk |
| <p><b>13. <u>Air Ambulance</u></b><br/> Planning application has been submitted to MDDC.</p>   |       |
| <p><b>14. <u>Highways</u></b><br/> Nothing to report.</p>  |       |
| <p><b>15. <u>Cemetery</u></b><br/> Nothing to report.</p>  |       |
| <p><b>16. <u>Footpaths</u></b><br/> Nothing to report.</p>   |       |
| <p><b>17. <u>Commons Management Group (CMG)</u></b><br/> Recommendations/update from Commons Management Group</p> <p>17.1 Hemyock Turbary name sign to be located on corner road.<br/> 17.2 Volunteering Day Shuttleton – Sunday 26<sup>th</sup> November at 10am<br/> 17.3 Clerk to apply to Woodland Trust for free trees to plant at Shuttleton.<br/> <b>PROPOSAL:</b> the above three recommendations are accepted.<br/> <b>PROPOSED:</b> Mr Clist<br/> <b>SECONDED:</b> Mr Moon<br/> <b>DECISION:</b> passed (all in favour)</p>  |       |
| <p><b>18. <u>Village Maintenance</u></b><br/> A visitor to the village has commented how well cared for the village looked. Mr Pike requested that he be kept informed of any tasks that will be carried out by volunteers so that he does not include those in his work schedule.</p>   |       |
| <p><b>19. <u>Public Conveniences</u></b></p>   |       |

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|--|----------------------------|
| Nothing to report.   |                            |
| <p><b>20. <u>Car Park</u></b><br/>                 Clerk confirmed the purchase of the car park has been completed. Mr Povah will draft a specification for work to redirect the pavement through the end of car park thus avoiding the need for pedestrians to walk between cars.</p>   | LP/PL                      |
| <p><b>21. <u>Parish Plan/Hemyock Tomorrow</u></b><br/>                 19 feedback forms have been received. The working group will meet again to discuss next steps.</p>  |                            |
| <p><b>22. <u>Garages Youth Project</u></b><br/>                 Nothing to report.</p>   |                            |
| <p><b>23. <u>Blackdown Hills Parish Network</u></b><br/>                 Miss Lawrence asked that the group consider the impact on planning applications of MDDC's inability to demonstrate a 5-year housing supply.</p>   |                            |
| <p><b>24. <u>Primary School Governor Update</u></b><br/>                 Nothing to report.</p>  |                            |
| <p><b>25. <u>Correspondence</u></b><br/>                 25.1 BHPN – Fast Broadband Guide noted.<br/>                 25.2 Thank you note from Comets Basketball Club reference support for TAP fund application noted.<br/>                 25.3 Oil Club leaflet – distributed.<br/>                 25.4 DALC Annual Report noted.</p>  |                            |
| <p><b>26. <u>Items raised by Chairman</u></b><br/>                 Nothing to report.</p>  |                            |
| <p><b>27. <u>Items raised by Councillors</u></b><br/>                 27.1 Thanks to Mr Calcraft &amp; Mr Hawkes for installing the shelves at the parish storeroom. Mr Calcraft suggested a wider/deeper set of shelves are required to make best use of the space and allow the road signs to be stored efficiently. Mr Calcraft will take this forward.<br/>                 27.2 Caerphilly Male Voice Choir will appear at Tiverton Arts Centre, 7<sup>th</sup> November at 7.30pm.<br/>                 27.3 Mr Povah asked that the council considers concreting under the flood bridge in order to keep it tidy.<br/>                 27.4 Bridport Community Orchard Apple Day 14<sup>th</sup> October.<br/>                 27.5 Mr Clist reminded the council of the Christmas decorations competition and the need to select a judge.<br/>                 27.6 Mr Doble observed that there is no signage near Shuttleton Common warning drivers of bend/corner. Mr Clist to speak to Highways Neighbourhood Officer.<br/>                 27.7 Mr Punnett asked for any feedback on Newsletter to be sent to him by Monday 9<sup>th</sup> October.</p> | RC<br>Clerk<br>Clerk<br>SC |
| <p><b>28. <u>PR</u></b><br/>                 The council asked for PR on:-<br/> <ul style="list-style-type: none"> <li>Anyone walking footpaths who notices any need for cutting back/clearing to let clerk know as volunteer strimmer is available.</li> </ul> </p>   |                            |
| <p><b>29. <u>Date of next Meeting</u></b> Wednesday 1<sup>st</sup> November at 7.30pm Forbes Lounge, Parish Hall</p>   |                            |

Meeting closed at 10.20.pm

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