

Hemyock Parish Council
Monthly Meeting
held in the Forbes Lounge at 7.30pm on 5th June 2019

Subject	Action
<p>1. Present Mr T Barton (Chair), Mr R Calcraft, Mr S Clist (Parish & District Councillor), Miss J Fouracre, Mr P Doble (Vice-chair), Miss P Lawrence, Mr N Moon, Mr L Povah, Mr S Ritchie, Mr A Russell, Councillor R Radford (County Councillor), Mrs D Evans (Parish Clerk) and members of the public.</p>	
<p>2. <u>Declarations of Interest/Dispensations</u> The clerk declared that:- Agenda item 14 - Mr Ritchie & Mr Russell each has a personal interest as they are members of Longmead Management Committee. Agenda item 18 - Mr Moon has a personal interest as he is a member of the rough shoot syndicate that uses the commons. Agenda item 20 - Miss Fouracre & Mr Calcraft each has a personal interest as they are members of The Garages Committee. Agenda item 22 - Mr Moon has a personal interest as he is a trustee of the Healthy Living & Activity Centre.</p>	
<p>3. <u>Public Participation</u> The following were reported/raised:- 3.1 Longmead Environmental Area – Mrs Slater thanked Mr Doble for topping the area and the parish council for its support with the project. She asked that the pc supports a scarecrow competition planned for later in the year and asked for a judge from the pc. Mr Ritchie offered to be a judge. Mrs Slater will provide more information to the council at a later date. 3.2 It was reported that MDDC cut the grass in the village in March (when the grass did not need cutting) and then more recently (when it was too long for the cut grass to be left). Mr Clist will report to MDDC. 3.3 A blue car has been parked in the village car park for some months. The clerk has reported the matter to the police.</p>	<p>SR SC</p>
<p>4. <u>Minutes from Previous Meetings</u> PROPOSAL: The council minutes of the 15th May 2019 are approved. PROPOSED: Mr Moon SECONDED: Miss Lawrence DECISION: passed (all in favour).</p>	
<p>5. <u>Kathryn Tebbey, Monitoring Officer, Mid Devon District Council</u> Kathryn explained her role within Mid Devon District Council and reminded councillors of their obligations under the Code of Conduct and declarations of interest. She answered questions about declaration of interests and public perception, particularly if councillors are members of another organisation (such as a community land trust).</p>	
<p>6. <u>Planning</u> The following applications were considered:- 6.1 19/00788/FULL. Erection of an agricultural livestock building following demolition of existing. Regency House, Hemyock. PROPOSAL: the council is content with the application. PROPOSED: Mr Moon SECONDED: Miss Lawrence DECISION: passed (all in favour). Non-material amendment noted for:- 6.2 19/00421/NMA. Alternations to size of windows on east elevation of annexe. Shoebrooks, Hemyock. Approval noted for:- 6.3 19/00572/HOUSE. Erection of single-storey extension and insertion of 2 light tubes on existing roof. Hillcott, Hemyock. Mr Russell will make enquiries with the applicant to establish when banked area of manege will be grassed. 6.4 19/00459/LBC. Listed building consent for erection of single-storey annexe and alterations to existing front porch. Shoebrooks, Hemyock.</p>	<p>AR</p>

<p>7. <u>Matters Arising</u></p> <p>7.1 Pump – ongoing.</p> <p>7.2 Wire mesh cages – The Store. Mr Povah will obtain costs for creating cages made of plywood and report back. Mr Ritchie offered his services to help cut the plywood if necessary.</p> <p>7.3 Pavement Repairs – Mr Povah reported back on the tenders received. PROPOSAL: the council accepts the tender from RW Gale to tarmac the pavement at the back of Castle Park and a small area on Station Road adjacent to bus shelter. PROPOSED: Mr Calcraft SECONDED: Mr Ritchie DECISION: passed (all in favour). 3 abstained from voting as they preferred a concrete option.</p> <p>7.4 The Parish Store – electricity. The Garages committee has not met to consider the council’s request to take a feed from its supply.</p> <p>7.5 Village trusts and school liaison – the clerk confirmed that the existing trustees are willing to continue to act on behalf of the parish council. Mrs Allers-Hankey, the chair of governors at the primary school, will ensure the pc is kept updated on school matters. .</p> <p>7.6 Standing orders/financial regulations – clerk to carry forward to next month.</p> <p>7.7 Old School Court – nothing to report.</p> <p>7.8 Newsletter – Mr Barton agreed to edit the newsletter and will target a September edition. It was agreed that a quantity of newsletters should be left at various locations around the village (post office, Spar, doctors’ surgery, pub, church).</p>	<p>LP</p> <p>Clerk</p> <p>TB</p>
<p>8. <u>District Council Report</u> Councillor Simon Clist reported:- As a newly elected district councillor he was part way through an induction programme. He is a member of the Planning Committee and is the cabinet member responsible for Housing and Property Services. He hopes to attend as many parish council meetings as possible.</p>	
<p>9. <u>County Council Report</u> Councillor Ray Radford sent his report before the meeting. During the district elections we were subject to purdah, as were MDDC. As a result, quite a quiet time.</p> <p>County is concentrating on income generation. It has shareholdings in Devon Norse (which provides facilities management, catering and cleaning services and has produced a good profit), NPS Ltd (a property management company) and Scomis (which provides services to education authorities up and down the country).</p> <p>There are three new funding initiatives that replace the old Town and Parish Fund. (1) DCC Doing What Matters Community Grants Fund, offering one-off grants of between £5k -£20k for non-profit making organisations. (2) Crowdfund Devon (extra funding for Devon), set up to support community groups, start-up businesses, charities and individuals across the county. (3) Making the Connection grant fund, deploying one-off grants of up to £300 with no match funding, to provide small amounts of grants to community-led schemes. These are separate to my Locality Budget. Details of these can be found on the DCC Web Page.</p> <p>2018/19 has been a particularly challenging year for County because of significant overspending in Children’s Services. However, mitigation measures were taken by other departments to find savings to off-set the overspend. With some further action to restructure our debt repayments we have also increased the Authority’s reserves to help put the Authority in a stronger position to deal with the uncertainty that remains around future funding, Brexit and ongoing pressures in social care.</p> <p>The offset included underspending in highways, infrastructure and waste, energy savings from converting street lights to LED and the effects of a comparatively mild winter.</p> <p>In addition to the increase in reserves, to give us extra cover for expected further reductions by Government and costs that seem inevitable as a result of further Brexit shenanigans, the savings have also allowed us to allocate £250k to fund initial work on meeting climate change emergency decision Council took earlier this year.</p> <p>County have again written to the Education Secretary, Damien Hinds, to discuss school funding. Schools in Devon receive £294 per child less than the national average, a loss to our schools of £27m per year.</p>	
<p>10. <u>Finance</u> 10.1 Income and expenditure and bank reconciliation</p>	

INCOME

1.	12.36	Interest, HSBC deposit
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EXPENDITURE

1.	312.00	RPC	Additional picnic bench
2.	156.00	SLCC	Subscription
3.	250.00	Blackdown Hills Parish Network	Subscription
4.	140.00	R Calcraft	Grass cutting
5.	165.98	South West Water	Public toilets
6.	15.00	South West Water	Cemetery
7.	150.00	K Amor	Cleaning, public conveniences
8.	1,360.43	D Evans	Wages and expenses
9.	231.78	HMRC	PAYE
10.	508.40	I Pike	Grass cutting and village maintenance
11.	315.00	S Aldworth	Audit fee and payroll

BANK RECONCILIATION

HSBC Community a/c	19,476.41
HSBC Deposit	75,178.18
HSBC P3	0.04
HSBC Longmead	1.27
Unity Trust Bank current	100.00
Unity Trust Bank deposit	74,076.86
Unity Trust Bank GF	707.42
Unity Trust Bank P3	1,679.73
Skipton 1-year Bond	85,000.00
United Trust Bank	75,900.00
Total	332,119.91

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

PROPOSED: Miss Lawrence

SECONDED: Mr Povah

DECISION: passed (all in favour).

11. Annual Return

11.1 Statement of Internal Controls

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

PROPOSED: Mr Povah

SECONDED: Miss Lawrence

DECISION: passed (all in favour)

11.2 Internal Audit Report

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

PROPOSED: Miss Lawrence

SECONDED: Mr Barton

DECISION: passed (all in favour)

11.3 Annual Governance Statement, year ending 31st March 2019

PROPOSAL: The council adopts the Annual Governance Statement, year ending 31st March 2019

PROPOSED: Mr Povah

SECONDED: Mr Russell

DECISION: passed (all in favour)

11.4 Accounting Statements year ending 31st March 2019

PROPOSAL: The council adopts the Accounting Statements, year ending 31st March 2019

PROPOSED: Miss Fouracre

SECONDED: Mr Doble

DECISION: passed (all in favour)

<p>12. Clerk Update 12.1 Hemyock Turbary – the clerk is investigating the correct procedure required to create a car parking area at the common. She will report back. 12.2 Chapter 8 training – Devon Highways has confirmed the latest position with regard to training any new road wardens. Clerk to pass information to Mr Russell for consideration.</p>	<p>Clerk Clerk</p>
<p>13. General Power of Competence PROPOSAL: The Parish Council resolves that until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence. PROPOSED: Mr Clist SECONDED: Miss Lawrence DECISION: passed (all in favour)</p>	
<p>14. Longmead 14.1 Mr Povah is liaising with Mr Andy Brooke and BK Construction to agree a way forward for the bridge repair work. Mr Doble suggested a company in Willand that might be able to provide an alternative solution. Mr Doble will pass details to Mr Povah for consideration.</p>	<p>LP/PD</p>
<p>15. Highways Nothing to report.</p>	
<p>16. Cemetery Nothing to report.</p>	
<p>17. Footpaths New signs at Pithayne Farm have been erected. However, a formal consultation is required. Mr Povah to insist Devon County follows the usual procedure so that a public consultation takes place reference the diversion of the footpath.</p>	<p>LP</p>
<p>18. Commons Management Group Mr Moon reported that he has seen orchids and a reduction in ferns as a result of the topping at Shuttleton Common. The Culm Vale Gun Club will top Hemyock Turbary after the flowers have seeded.</p>	
<p>19. Village Maintenance Clerk to report to MDDC that the area behind Prowses adjacent to the footpath on to the High Street is overgrown and needs attention.</p>	<p>Clerk</p>
<p>20. Garages Youth Project Nothing to report.</p>	
<p>21. Blackdown Hills Parish Network The clerk confirmed that the BHPN requires each parish to nominate a representative to attend general meetings. Mrs Stallard has offered to continue to be the representative for Hemyock. Clerk to confirm.</p>	
<p>22. Blackdown Healthy Living & Activities Centre 22.1 Planning permission has been submitted for change of use. 22.2 Wind barriers - The clerk has informed the contractor his services are no longer required. Mr Povah will contact BK Construction, the second tenderer.</p>	<p>LP</p>
<p>23. Asset Management Miss Lawrence, Mr Povah and the clerk met with Keith Luxton, surveyor, to discuss asset management. More information to follow.</p>	
<p>24. Correspondence 24.1 DALC nominations for county committee. PROPOSAL: Tim Barton is nominated as a candidate for the DALC County Committee. PROPOSED: Mr Clist SECONDED: Miss Lawrence DECISION: passed (all in favour) 24.2 Letter from Culmstock Parish Council reference a joint bid for funds from MDDC for information signs in the parishes. Mr Russell agreed to meet with Culmstock to discuss ideas. 24.3 Request from parishioner to purchase an area of council-owned land. Due to the commercial sensitivity of this matter, the council agreed to discuss it at the end of the meeting under Part 2 regulations, with the</p>	<p>AR</p>

public and press excluded.	
<p>25. <u>Items raised by Chairman</u></p> <p>25.1 Karen Button, Blackdown Practice Manager, is arranging a meeting in early July to discuss the village emergency plan. Mr Russell, Mr Calcraft and Mr Barton will attend.</p> <p>25.2 Long Service Award PROPOSAL: A gift is purchased for the retiring chairman. Miss Lawrence to arrange a certificate and take this forward. PROPOSED: Mr Doble SECONDED: Mr Calcraft DECISION: passed (all in favour)</p>	TB/AR /RC PL
<p>26. <u>Items raised by Councillors</u></p> <p>26.1 Miss Lawrence suggested a framed list of previous parish council chairmen is hung in the Forbes Lounge. Clerk to write to hall committee for permission.</p> <p>26.2 The village fetes (school and church) will be held shortly. Miss Lawrence will attend on the council's behalf.</p> <p>26.3 Mr Clist reminded everyone of Open Farm Sunday on 9th June.</p> <p>26.4 Miss Fouracre reported problems with pot holes. She will report them to DCC online in the usual way.</p>	Clerk PL
<p>27. <u>Public Participation</u></p> <p>27.1 A parishioner commented that many local lanes have missing finger posts. Mr Povah will investigate possible costs for replacements.</p>	LP
<p>28. <u>Date of next Meeting</u> 7.30pm Wednesday 3rd July 2019, Forbes Lounge, Parish Hall.</p>	
<p>29. <u>Exclude Press & Public</u></p> <p>Chair moved under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 that the press and public be excluded from the meeting for the following item of business because publicity would be prejudicial to the public interest by reason of the commercially sensitive/confidential nature of the business to be transacted.</p> <p>PROPOSAL: Press and public are excluded from the meeting because publicity would be prejudicial to the public interest by reason of the commercially sensitive/confidential nature of the business to be transacted. PROPOSED: Mr Barton SECONDED: Mr S Clist DECISION: passed. (all in favour)</p>	
<p>30. <u>Sale of land</u></p> <p>The parish council discussed the request from a parishioner. Clerk asked to add this on to agenda for next month for further consideration.</p>	Clerk

Meeting ended 10.25pm

Signed Dated