

**Hemyock Parish Council**  
**Monthly Meeting**  
**held in the Forbes Lounge at 7.30pm on 5<sup>th</sup> October 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, Mr P Doble, Miss P Lawrence, Mr N Moon, Mr L Povah, Ms J Pritchard, Mr N Punnett, Councillor R Radford (County Councillor), Councillor F Rosamond (District Councillor), Mrs D Evans (Parish Clerk) and 6 members of the public.</p>	
<p><b>2. <u>Declarations of Interest/Dispensations</u></b>  The clerk declared that:-  Agenda item 12 - Mrs H Stallard &amp; Mr P Doble have a personal interest as they are members of Longmead Management Committee.  Agenda item 15 – 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 18 - Mrs H Stallard and Mr R Calcraft have a personal interest as they are members of The Garages Committee.  Agenda item 6.1 – Mr S Clist has a pecuniary interest as he does business with the applicant. He requested a dispensation to speak and vote on the planning application. He believed his interest was minor, he was not conflicted and felt it was in the interests of the parish that he was able to speak and vote on the application. <i>Mr S Clist chose to leave the room while the request was considered.</i>  <b>PROPOSAL:</b> The dispensation request is granted to allow Mr S Clist to speak and vote on matters reference planning application 16/01409/ARM. This request to be valid until May 2019.  <b>PROPOSED:</b> Mr N Punnett  <b>SECONDED:</b> Mr T Barton  <b>DECISION:</b> passed. All agreed.  <i>Mr S Clist returned to the room.</i></p>	
<p><b>3. <u>Hemyock Lights Brigade</u></b>  The community group updated the meeting on its planned event for this year. Saturday 3<sup>rd</sup> December 6pm – 7.30pm. The theme is ‘trains’. The group plan to have a rolling road closure and will need the help and support of Mr S Clist (the council’s Chapter 8-trained road warden). The group asked the council to consider helping with the purchase of road signs that will be needed for the event. The signs could also be used by other community groups and council for other events, maintenance work, remembrance parade, etc.</p>	
<p><b>4. <u>Public Participation</u></b>  The following were reported/raised:-  4.1 Housing Needs Survey – a parishioner raised several queries with regard to the survey that has been recently issued to parishioners. He will send an email to the clerk to clarify his thoughts.  4.2 A parishioner asked if there was a time period that must elapse before a headstone may be erected on a grave. Clerk to investigate.</p>	Clerk
<p><b>5. <u>Minutes from Previous Meetings</u></b>  <b>PROPOSAL:</b> The council minutes of the 7<sup>th</sup> &amp; 26<sup>th</sup> September meetings are approved.  <b>PROPOSED:</b> Mr T Barton  <b>SECONDED:</b> Mr R Calcraft  <b>DECISION:</b> passed (all in favour)</p>	
<p><b>6. <u>Planning</u></b>  6.1 16/01409/ARM - Reserved Matters (Appearance and Landscaping) following Outline approval 12/01498/OUT for the erection of 8 dwellings and 4 employment units. Former St Ivel Site, Station Road, Hemyock.  <b>PROPOSAL:</b> The council supports the application and suggests the use of vernacular materials such as local chert and slate are used. It supports the suggestion of timber cladding and additional glass to make use of the views to the front of the houses. It would like to see extra parking annotated on the plans by the LPG site.  <b>PROPOSED:</b> Mr N Moon  <b>SECONDED:</b> Mr T Barton  <b>DECISION:</b> passed (all in favour)</p>	

<p><b>7. <u>Matters Arising</u></b></p> <p>7.1 St Margaret's Brook – carry forward to next meeting.</p> <p>7.2 Purple Peril – this has been painted. Many thanks to Mr R Calcraft and Mr R Hawkes for their efforts. There are 2 flat panels that need painting. It was suggested that the council might run a competition for parishioners to design and paint a panel. Miss P Lawrence will check sizes of panels. There to be two competitions, one for under-16s and the other for over-16s. Clerk to organise.</p> <p><i>Councillor R Radford arrived</i></p> <p>7.3 Car Park – Following discussions with MDDC reference the council's proposed purchase of the car park, MDDC has sent the clerk details of a compliance contract. The annual cost is £1,500, a significant increase on the budgeted figure of £200.00. Miss P Lawrence will investigate statutory car park regulations and clerk will confirm insurance obligations.</p> <p>7.4 Old School Court – installation of new pavement. No news. Clerk to chase.</p> <p>7.5 Community Speed Watch – volunteers will receive training on 30<sup>th</sup> October.</p> <p>7.6 Kissing Gate – work is due to commence shortly.</p> <p>7.7 Defibrillators – The defibrillators are on order. The clerk has obtained quotes from two electricians to connect the defibrillators in Hemyock and Clayhidon. The quotes are for similar figures and clerk was instructed to use both electricians for their respective parishes. Culmstock are arranging their own connection with The Strand Stores. Clerk needs to book training session for this year. It was agreed to book training for Wednesday 30<sup>th</sup> November, 7-9pm, in Parish Hall.</p> <p>7.8 Vehicle-Activated Signs – DCC Highways has confirmed 'Slow Down' signs cannot be used without giving drivers a reason. Clerk to confirm whether use of pedestrian graphic is acceptable. DCC Highways will review sites next month. Clerk to determine sites for Culmstock &amp; Clayhidon. Clerk was successful in her bid for funds from the TAP Fund underspend pot and has been awarded £4,050.</p> <p>7.9 Parking by the school – The school head has met with the school's surveyor and they have monitored the vehicles/traffic at drop-off and pick-up times. They acknowledge there is an issue and are considering the situation. They will attend the parish council meeting in December to discuss the matter.</p> <p>7.10 Trees/shrubs Culmstock Road – the clerk has obtained a further quote for the works. A parishioner has asked if the council would consider selling the land.  <b>PROPOSAL:</b> The clerk to arrange for Ashculme Tree Surgeons to cut down the 3 leylandi trees and remove stumps, cut down the elm but leave stump to regenerate. The council to plant a Devon mixed hedge to replace the leylandi. The council retains land and does not sell it.  <b>PROPOSED:</b> Mr S Clist  <b>SECONDED:</b> Mr L Povah  <b>DECISION:</b> passed (all in favour)</p> <p>7.11 Hemyock Turbary/Common – Mr S Clist confirmed that his father has indicated that the correct name should be Hemyock Turbary. This is corroborated by information contained in the tithe maps uncovered by Miss P Lawrence. Mr P Doble to inform Mr A Doble reference the design and quotation for the new name sign.</p> <p>7.12 Floodbridge – the old floodbridge stones have been painted black and white. Many thanks to Jan &amp; Laurie Mulliner and Bob Hawkes for helping with the painting. Mr S Clist asked that the Finance Committee look at the possibility of purchasing a variety of road signs that may be used for events such as painting, remembrance parade, lights parade, Himalayan Balsam pulling etc.</p>	<p>Clerk</p> <p>Clerk/PL</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>PD</p> <p>Finance Committee</p>
<p><b>8. <u>District Council Report</u></b></p> <p>Councillor Frank Rosamond reported:- the council has voted to allocate land at J27 of the M5 for leisure, tourism and retail use. It will now carry out the necessary public consultation before submitting the Local Plan to government in March. MDDC is recruiting a Director of Operations, with a salary of £74k. Julia Stuckey is the new Town &amp; Parish Liaison contact. MDDC has revised its corporate plan 'your council, your future'. Neil Parish MP visited the region to learn more about The Mills project. The project aims to bring back historic mills, weirs and leats into use to generate hydro-electric power along South West waterways. Mr S Clist asked who will become the monitoring officer when Amy Tregelles leaves at the end of October. Mr S Clist also asked when MDDC will have resolved issues surrounding its 5-year housing supply and thus avoid further speculative planning applications in the parish. Miss P Lawrence raised the matter of Poole recycling/rubbish centre. It was suggested that perhaps MDDC could have an arrangement with Poole so that Mid Devon residents within a certain area could be permitted to use the tip, similar to the arrangement residents have with Musgrove Park Hospital.</p>	<p>FR</p> <p>FR</p> <p>FR</p>

**9. County Council Report**

Councillor Ray Radford reported:-

Prowse road surface will not be completed until next year. DCC are awaiting the outcome of a government review reference 20 mph speed limits. Skanska has been awarded the highways maintenance contract from April 2017.

Councillors Frank Rosamond & Ray Radford left the meeting.

**10. Finance****10.1 Income & Expenditure****INCOME**

1.	3.10	Interest
2.	0.34	Interest
3.	0.04	Interest
4.	50.00	Manning & Knight Memorials
5.	250.00	Pring & Son
6.	455.00	Pring & Son
7.	205.00	Pring & Son

**EXPENDITURE**

1.	117.98	L Povah	Reimbursement of materials, floodbridge, Purple Peril
2.	100.00	R Calcraft	Grass cutting Millhayes (Aug-Sep)
3.	49.15	R Calcraft	Reimbursement paint floodbridge stumps
4.	12.00	Hemyock Parish Hall	Room hire
5.	946.86	D Evans	Wages & expenses
6.	215.00	I Pike	Grass cutting, cemetery
7.	1,039.68	MDDC	Grass cutting contribution 15/16
8.	60.00	DALC	Training course
9.	150.04	S Clist	Reimbursement PPE chapter 8 equipment
10.	5,210.00	Forte Trailscapes Ltd	BMX track design and installation
11.	31.95	HMRC	PAYE
12.	90.00	R G Hawkes	Wall at BHLAC
13.	82.17	R G Hawkes	Reimbursement of materials, bench
14.	111.00	N Punnett	Reimbursement, newsletter print
15.	37.20	D & H Plant Hire	Signage hire, safety equipment ref painting of floodbridge stumps

**BANK RECONCILIATION**

Community a/c	166,249.20
Deposit	52,073.39
Griffith/Flay	704.18
P3	1991.25
Longmead	1.27
Unity Trust Bank	500.00
<b>Total</b>	<b>221,519.29</b>

**PROPOSAL:** that the income is agreed and the above cheques/payments are paid/agreed with the exception of No 7, MDDC £1,039.68, grass cutting contribution. Miss P Lawrence suggested many areas have either not been cut or are cut by parishioners. Miss P Lawrence to provide information to clerk to refer back to MDDC to negotiate a reduction in contribution.

**PROPOSED:** Miss P Lawrence

**SECONDED:** Mr P Doble

**DECISION:** passed. (all in favour) Mr S Clist, Mr Punnett, Mr Calcraft and Mr Povah abstained from voting.

10.2 Unity Trust Bank – the clerk reminded councillors that they need to activate their access to the account to enable them to authorise internet banking payments in the future. She asked that a sum of money be transferred to the account to enable her to start using the account. It was agreed that she will refer to Finance

PL/Clerk

Finance Committee

Committee and add to agenda for next month.	
<p><b>11. <u>Clerk Update</u></b>  11.1 Cemetery fees are due to increase by 5%, clerk to refer to cemetery group. Clerk has received a letter reference cemetery management policy, cemetery group to discuss.  11.2 Hedges – many thanks to those parishioners in Station Road that have been out trimming hedges.</p>	Cemetery Group
<p><b>12. <u>Longmead</u></b>  12.1 The BMX track is complete and is being used by many children in the parish. The clerk had added the track to the insurance policy. There are a number of insurance obligations that need to be implemented such as a weekly check of the track (this should be added to the maintenance list) and it is advised that a sign be erected informing users of rules etc. (Mrs H Stallard to organise). Kye Forte, the track's designer and installer, a professional BMX rider, is available to attend the official opening on 22<sup>nd</sup> October and will charge a fee of £200.  <b>PROPOSAL:</b> the council does not book Mr Forte, but instead invites the Chair of Longmead, Ian McCulloch, to open the track.  <b>PROPOSED:</b> Mr L Povah  <b>SECONDED:</b> Mr R Calcraft  <b>DECISION:</b> passed. (all in favour)  Mrs H Stallard and Ms J Pritchard will organise hot chocolate and hot dogs. Mrs H Stallard will arrange for the opening event to be publicised on The Garages Facebook page. Ms J Pritchard will arrange for the event to be mentioned in the Primary School newsletter.</p>	Clerk  HS/JP
<p><b>13. <u>Highways</u></b>  Nothing to report.</p>	
<p><b>14. <u>TAP Fund 2016/2017</u></b>  14.1 Mrs H Stallard and Mr N Punnett have met with a company that produces Village Maps etc. for the village information boards. A board measuring 5ft x 5ft has been recommended and it is believed that planning permission will be necessary. Mrs H Stallard to follow this up.  14.2 The clerk has received a request from Culm Valley Comets Basketball Club to support their application to Uffculme Parish Council for TAP funding. They have approximately 15 girls from Hemyock who attend the club and require funding to enable them to put on 4 tournaments during the year. The clerk declared that her daughter attends the club but that the club was unaware she was the parish clerk and had not spoken to her about the application.  <b>PROPOSAL:</b> the council supports the application.  <b>PROPOSED:</b> Miss P Lawrence  <b>SECONDED:</b> Mr N Punnett  <b>DECISION:</b> passed. (all in favour)</p>	HS
<p><b>15. <u>Commons Management Group</u></b>  The group will next meet on 20<sup>th</sup> October.</p>	
<p><b>16. <u>Cemetery</u></b>  Nothing to report.</p>	
<p><b>17. <u>Footpaths</u></b>  The diverted footpath around Oxenpark is open.</p>	
<p><b>18. <u>The Garages</u></b>  The club has received some new volunteers for Tuesday nights but the Friday evening session remains suspended at this time.</p>	
<p><b>19. <u>Village Maintenance</u></b>  The survey of benches has been completed and various works have been highlighted. Mr T Barton to provide clerk with schedule of works so she may arrange quotes. Clerk to circulate the list of maintenance tasks compiled by Mr T Barton for comment.</p>	TB Clerk
<p><b>20. <u>Housing Needs Survey</u></b>  Surveys have gone out and DCT confirmed that over 200 had been returned.</p>	
<p><b>21. <u>Parish Plan</u></b>  Clerk to book a further meeting to take this forward.</p>	Clerk
<p><b>22. <u>Correspondence</u></b></p>	

<p>22.1 MDDC Council Tax Referendum – clerk to complete survey on parish council’s behalf objecting to a cap on parish precepts.  <b>PROPOSAL:</b> the council objects to a cap on parish council precept.  <b>PROPOSED:</b> Miss P Lawrence  <b>SECONDED:</b> Mr L Povah  <b>DECISION:</b> passed. (all in favour)</p>	<p>Clerk</p>
<p>22.2 MDDC Grass cutting – clerk to liaise with Miss P Lawrence and MDDC reference grass cutting for this year and next.</p>	<p>PL/Clerk</p>
<p><b>23. <u>Items raised by Chairman</u></b>                  Nothing to report.</p>	
<p><b>24. <u>Items raised by Councillors</u></b></p>	
<p>24.1 Mr L Povah asked if the parish council had liaised with the post office before recommending the post office became an asset of community value. Mr N Punnett confirmed he had had a conversation with the owners and that they were happy with the parish council’s decision to apply.</p>	<p>Clerk</p>
<p>24.2 Mr S Clist informed the group that Devon Wildlife Trust’s AGM in Seaton will be held in November and he wished to attend on behalf of the council. Clerk to book him a place.</p>	<p>Clerk</p>
<p>24.3 Mr N Punnett thanked Jan &amp; Laurie Mulliner for helping to deliver the newsletters.</p>	
<p>24.4 Miss P Lawrence brought to the attention of the meeting that the owners of the old Lloyds building had erected a fence and gate but that the post box is still operational.</p>	
<p>24.5 Miss P Lawrence reminded the clerk to obtain a quote to stock up on salt for the winter season.</p>	<p>Clerk</p>
<p><b>25. <u>PR</u></b>                  The council requested PR on:-  <ul style="list-style-type: none"> <li>• Purple Peril Panel Competition</li> </ul> </p>	
<p><b>26. <u>Date of next Meeting</u></b> Wednesday 2<sup>nd</sup> November at 7.30pm, Forbes Lounge, Parish Hall</p>	

Meeting closed 11.00pm

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