

Hemyock Parish Council Monthly Meeting
held in the Forbes Lounge at 7.30pm on 6th April 2016

Subject	Action
<p>1. <u>Present</u> Mrs H Stallard (Chair), Mr S Clist (Vice-Chair), Mr T Barton, Mr R Calcraft, 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 9 members of the public. Apologies: Mr N Moon (ill), Councillor R Radford {County Councillor} (away).</p>	
<p>2. <u>Housing Needs Survey</u> Sue Southwell, Rural Housing Enabler, Devon Communities Together, explained to the meeting the process which the council will need to go through in order to have an up-to-date Housing Needs Survey. Key messages:-</p> <ul style="list-style-type: none"> • A survey will be issued to all households in the parish and a series of questions will be asked in order to discover current housing needs within the village. • A housing need occurs when householders are in unsuitable housing i.e. too small, too large, unsuitable for their need and cannot afford to buy or rent on the open market. • During the last 12 months the average sale price for a home in Hemyock was £256,000. • There are currently 18 houses for sale and only 2 of these are under £200,000. • The previous survey showed a need for 25 houses (12 affordable rented and 13 shared ownership). • Since then 12 houses have been built in Griffin Close (9 affordable rented and 3 shared ownership). • There are 37 households on Devon Home Choice waiting for properties in Hemyock. The completed surveys are confidential and are sent straight to Devon Communities Together for analysis. • The parish council needs to publicise the survey and what explain what it means, etc. Devon Communities Together would like a donation of £500 from the parish council towards the postage costs. • The parish council requested additional questions should be included in the survey to capture supplementary information on housing requirements in the village, not just the need for affordable housing. 	
<p>3. <u>Declarations of Interest/Dispensations</u> The clerk declared that:- Agenda item 13- 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. Agenda item 16 – Mrs H Stallard and Mr R Calcraft have personal interests as they are members of The Garages Committee. Agenda item 21.1 – Mrs H Stallard has a personal interest as she is Chair of the Blackdown Hills Parish Network and is a member of the Blackdown Hills AONB management group.</p>	
<p>4. <u>Public Participation</u> The following was reported:-</p> <p>4.1 There are more graves that need levelling. Clerk to write to undertakers.</p> <p>4.2 Highways – the surfaces of Prowses, Penn Cross and Culm Pyne need attention. Clerk to report.</p> <p>4.3 The WI asked if the parish council was organising anything reference the Queen’s 90th Birthday. See 22. The WI is willing to help with catering/refreshments.</p>	Clerk Clerk
<p>5. <u>Minutes from Previous Meetings</u> PROPOSAL: The Council minutes of the 2nd March meeting are approved. PROPOSED: Miss P Lawrence SECONDED: Mr T Barton DECISION: passed (all in favour)</p>	

<p>6. <u>Matters arising</u></p> <p>6.1 St Margaret's Brook – carry forward.</p> <p>6.2 Purple Peril – Mr L Povah wishes to reconsider the options reference what should be done with the seating/painting of the shelter. He will re-consider and report back with relevant quotations.</p> <p>6.3 Car park – Andrew Jarrett, MDDC, will attend a future council meeting to discuss the options available. Clerk to arrange. The council received a copy of a letter sent by a parishioner to MDDC reference the sign in the car park being out of date quoting incorrect information about tax discs. Councillor Rosamond to follow up.</p> <p>6.4 Station Road & Old School Court pavements – Clerk has contacted Westward Housing which has agreed in principle to the installation of a pavement inside the wall at Old School Court. Clerk has sent plans and awaits official approval.</p> <p>6.5 Speedwatch – the clerk has 6 volunteers and has registered with the scheme. Clerk is waiting for the local coordinator to set up a meeting to kick-start the training process. More information to follow. The clerk was asked to discover from Highways its reasons for refusing vehicle-activated signs and the whereabouts of the 'unsuitable for HGV' signs that were ordered many months ago.</p> <p>6.6 Defibrillators – clerk has contacted the local ambulance trust. The local support officer is due to contact the clerk this month with help and guidance reference public access defibrillators.</p> <p>6.7 Flood Bridge – Mr Povah will ask Mr R Taylor to clean edges of walkway to remove slippery surface.</p>	<p>LP</p> <p>Clerk</p> <p>FR</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>LP</p>
<p>7. <u>District Council Report</u></p> <p>Councillor Rosamond reported :-</p> <p>A number of policies and strategies are being reviewed, such as a Play Area Inspection Policy, a Housing Allocation Strategy, Single Equalities Policy, and a Tourism Action Plan. The council are considering the land allocation reference J27 development. A consultation on the move of waste and recycling from Tiverton to Willand is commencing shortly. Discussions with DWP continue reference its possible relocation to Phoenix House. A provisional date of 25th May has been agreed for the annual State of the District Debate. The subject will be urban v rural funding. The Leader has written to two MPs for Devon reference 'A' level provision in Mid Devon. The Chief Executive and Leader will meet with Petroc in the next few weeks.</p>	
<p>8. <u>Planning</u></p> <p>Applications for the following considered:-</p> <p>8.1 16/00364/FULL - Erection of an agricultural livestock/fodder building. Blackdown Hill Road, Hemyock PROPOSAL: The council supports the application. Mr S Clist asked the clerk to clarify with MDDC Planning Department whether there was a policy reference roofing material in the AONB. PROPOSED: Mr T Barton SECONDED: Mr P Doble DECISION: passed (all in favour)</p> <p>8.2 16/00414/HOUSE - Erection of an extension. Langley, Hemyock PROPOSAL: The council supports the application. PROPOSED: Mr N Punnett SECONDED: Mr S Clist DECISION: passed (all in favour)</p> <p>8.3 16/00452/FULL – demolition of farmhouse and erection of replacement dwelling to incorporate existing stone farmhouse. Byes Farm, Hemyock. PROPOSAL: The council supports the application. PROPOSED: Mr T Barton SECONDED: Ms J Pritchard DECISION: passed (all in favour). Mr R Calcraft and Mr P Doble abstained from voting.</p>	<p>Clerk</p>

<p>Approval noted for:-</p> <p>8.4 16/00183/HOUSE - Erection of an extension, porch, installation of 2 dormer windows, and increasing the size of the existing vehicle splay (Revised Scheme). 42 Station Road, Hemyock. Clerk asked to check that the shutlake has not been affected by this development.</p> <p>Refusal noted for:-</p> <p>8.5 16/00113/full - Removal of condition 8 of planning permission 02/01190/FULL relating to agricultural tie. Scotland Farm, Hemyock.</p>	Clerk																																																																	
<p>9. Finance</p> <p>9.1 Income & Expenditure</p> <p>Income</p> <table border="1" data-bbox="86 521 979 779"> <tr><td>1.</td><td>0.28</td><td>Interest P3 account</td></tr> <tr><td>2.</td><td>50.00</td><td>Cooperative Funeralcare</td></tr> <tr><td>3.</td><td>385.00</td><td>Redwood & Sons</td></tr> <tr><td>4.</td><td>205.00</td><td>Pring & Son</td></tr> <tr><td>5.</td><td>2.89</td><td>Interest 14 day account</td></tr> <tr><td>6.</td><td>3,052.55</td><td>VAT reclaim</td></tr> <tr><td>7.</td><td>0.04</td><td>Interest</td></tr> </table> <p>Expenditure</p> <table border="1" data-bbox="70 824 1302 1106"> <tr><td>1.</td><td>18.00</td><td>Hemyock Parish Hall</td><td>Room hire</td></tr> <tr><td>2.</td><td>962.01</td><td>D Evans</td><td>Wages and expenses</td></tr> <tr><td>3.</td><td>36.42</td><td>HMRC</td><td>NI</td></tr> <tr><td>4.</td><td>540.00</td><td>Ashculme Ltd</td><td>Tree work at cemetery</td></tr> <tr><td>5.</td><td>200.04</td><td>DCC</td><td>Photocopying fee</td></tr> <tr><td>6.</td><td>99.00</td><td>I Pike</td><td>Cemetery grass cutting</td></tr> <tr><td>7.</td><td>12.00</td><td>Hemyock Parish Hall</td><td>Room Hire</td></tr> <tr><td>8.</td><td>100.00</td><td>N Punnett</td><td>Reimbursement – newsletter printing fee</td></tr> </table> <p>ACCOUNT RECONCILIATION</p> <table border="1" data-bbox="70 1178 727 1406"> <tr><td>COMMUNITY ACCOUNT</td><td>123,553.13</td></tr> <tr><td>DEPOSIT A/C</td><td>52,055.00</td></tr> <tr><td>GF A/C</td><td>704.18</td></tr> <tr><td>P3 A/C</td><td>1,212.73</td></tr> <tr><td>LONGMEAD</td><td>1.27</td></tr> <tr><td>TOTAL</td><td>177,526.31</td></tr> </table> <p>9.2 Quotation from contractor to top Shuttleton Common – referred to Commons Management Group.</p>	1.	0.28	Interest P3 account	2.	50.00	Cooperative Funeralcare	3.	385.00	Redwood & Sons	4.	205.00	Pring & Son	5.	2.89	Interest 14 day account	6.	3,052.55	VAT reclaim	7.	0.04	Interest	1.	18.00	Hemyock Parish Hall	Room hire	2.	962.01	D Evans	Wages and expenses	3.	36.42	HMRC	NI	4.	540.00	Ashculme Ltd	Tree work at cemetery	5.	200.04	DCC	Photocopying fee	6.	99.00	I Pike	Cemetery grass cutting	7.	12.00	Hemyock Parish Hall	Room Hire	8.	100.00	N Punnett	Reimbursement – newsletter printing fee	COMMUNITY ACCOUNT	123,553.13	DEPOSIT A/C	52,055.00	GF A/C	704.18	P3 A/C	1,212.73	LONGMEAD	1.27	TOTAL	177,526.31	
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<p>10. Clerk Update</p> <p>10.1 Annual Return has been received. The procedure is slightly different to previous years and clerk will provide more information next month.</p> <p>10.2 CiLCA – as a result of starting work on the CiLCA exam the clerk is uncovering work that needs to be completed on updating and reviewing certain procedures. She will be issuing procedures for review to the Policy Committee shortly.</p>	Clerk Clerk																																																																	
<p>11. Longmead</p> <p>Clerk and Chair of Longmead are drafting terms and conditions for the Pizza and Fish & Chip vans to comply with.</p>	Clerk/IM																																																																	
<p>12. Highways</p> <p>The parish council has many outstanding matters with Highways. Clerk to contact Highways and ask for an update on HGV signs, white lines, vehicle-activated signs etc.</p>	Clerk																																																																	
<p>13. Commons Management Group</p>																																																																		

<p>Mr S Clist updated the meeting as follows:-</p> <ul style="list-style-type: none"> Mr S Clist thanked those that volunteered on Sunday 13th March. A large area of birch was cleared and Ed Hopkinson, Devon Wildlife Trust, and his volunteers will return to treat the stumps. 	
<p>14. <u>Cemetery</u> Following the recent works to the trees, a new tree needs to be planted by the spoil heap to replace the one removed. Clerk to clarify with Ashculme Tree Surgeons what type of tree is recommended. Mr S Clist and Mr T Barton will arrange and plant.</p>	Clerk/SC/TB
<p>15. <u>Footpaths</u> The public enquiry for footpath 21 Conigar Lane will take place on 14th April in the Church Rooms. Please come along if you have used the footpath. Miss P Lawrence is visiting Devon Records Office shortly and will look for any evidence to assist in this enquiry. There is a proposed diversion on part of footpath 35 by Oxenpark. Mr L Povah explained the diversion is being made in the interests of the landowner but suggested the parish council should not object as it creates a new alternative footpath which is equally if not more enjoyable.</p>	
<p>16. <u>The Garages</u> A table top sale is planned for Saturday 23rd April at 2pm.</p>	
<p>17. <u>Annual Parish Meeting</u> The Annual Parish Meeting will be held on Friday 29th April at 7.30pm. Speakers will include Mrs H Stallard, Phil Norrey, Chief Executive, Devon County Council, a representative from Culm Valley Young Farmers and others. Come along and find out what's happening in the parish, everyone welcome. Cheese and wine will be available.</p>	
<p>18. <u>Parish Plan</u> Following a meeting of the working group (Mrs H Stallard, Miss P Lawrence, Mr S Clist, Mr N Punnett and Mr L Povah) the clerk made contact with Martin Rich, Devon Communities Together, and is setting up a meeting.</p>	Clerk
<p>19. <u>Website</u> Miss P Lawrence reported that work is continuing with the revamp of the village website. Miss P Lawrence was thanked for her time and effort with this on-going project.</p>	
<p>20. <u>Newsletter</u> The newsletter has been distributed to a large part of the village. Mr N Punnett asked for volunteers to distribute the remaining newsletters. Mrs Jan Mulliner kindly offered.</p>	
<p>21. <u>Correspondence</u> 21.1 The council completed the ballot paper for the Blackdown Parish Network nominees for the AONB Management Board. 21.2 Tower Mint Queen's 90th Birthday coin noted.</p>	
<p>22. <u>Items raised by Chairman</u> Queen's 90th Birthday – the chair asked if the council wanted to arrange some form of celebration. Ms J Pritchard, Mrs H Stallard will approach Mrs L Taylor (WI) and Mr B Hawkes to gauge interest.</p>	JP/HS
<p>23. <u>Items raised by Councillors</u> 23.1 Letter of thanks to be sent to Mr S Major for organising the Clean for the Queen (Litter Picking). 23.2 Letter of thanks to be sent to Hemyock Lights Brigade for its planting of the spring bulbs. 23.3 Miss P Lawrence suggested work could be done to improve effectiveness of meetings. She will liaise with clerk and report back. 23.4 Risk Assessments – Mr T Barton is reviewing risk assessments on behalf of the council. More information to follow. 23.5 Parked vehicles at Prowses and Churchills may cause problems for emergency vehicles. A</p>	Clerk Clerk PL TB

parishioner has suggested the provision of additional parking to remove cars from the road. 23.6 Mr S Clist asked that a Website & Social Media Policy be considered. Clerk to contact Cosmic to arrange separate workshop.	Clerk
23.7 Clerk to organise get well card and wine for Mr N Moon following his operation. Councillors to contribute.	All/Clerk
24. <u>PR</u> The council requested PR on the following topics:- <ul style="list-style-type: none"> • Housing Needs Survey due out June/July • Queens 90th Birthday celebration event 	
25. <u>Date of next Meeting</u> Wednesday 4 th May at 7.30pm, Forbes Lounge, Parish Hall	

Meeting closed 10.11pm

Signed Dated