

**Hemyock Parish Council**  
**Monthly Meeting**  
**held in the Forbes Lounge at 7.30pm on 7<sup>th</sup> September 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 L Povah, Ms J Pritchard, Mr N Punnett, Councillor F Rosamond (District Councillor), Mrs D Evans (Parish Clerk) and 6 members of the public.  <u>Apologies</u> Mr N Moon (received and approved) and Councillor R Radford (County Councillor)</p>	
<p><b>2. <u>Declarations of Interest/Dispensations</u></b>  The clerk declared that:-  Agenda item 4 – Mr P Doble has a personal interest as the blacksmith talking through his designs is Anthony Doble, his son.  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.  Agenda item 18 - Mrs H Stallard and Mr R Calcraft have a personal interest as they are members of The Garages Committee.</p>	
<p><b>3. <u>Public Participation</u></b>  The following were reported/raised:-  3.1 St Margaret's Brook – could the council be mindful of the fish when work is undertaken to clear the brook.  3.2 The tree/hedge by the surgery is obscuring the street light. Clerk to contact the householder.  3.3 Cemetery – some graves need to be levelled and someone has left ashes on a grave. Clerk to liaise with Mr I Pike.</p>	Clerk Clerk
<p><b>4. <u>Hemyock Common Signage</u></b>  Anthony Doble presented the meeting with some proposed designs for a sign at the entrance to Hemyock Common. Mr Doble was thanked for his efforts and will provide the clerk with quotations based on comments made. Mr S Clist will speak to his father reference correct name, Hemyock Common or Hemyock Turbary.</p>	SC
<p><b>5. <u>Minutes from Previous Meetings</u></b>  <b>PROPOSAL:</b> The Council minutes of the 3<sup>rd</sup> August meeting are approved.  <b>PROPOSED:</b> Mr T Barton  <b>SECONDED:</b> Mr L Povah  <b>DECISION:</b> passed (all in favour)  The minutes of the Commons Management Group on 11<sup>th</sup> August were noted.</p>	
<p><b>6. <u>Matters Arising</u></b>  6.1 St Margaret's Brook – carry forward to next meeting.  6.2 Purple Peril – carry forward to next meeting.  6.3 Car Park – MDDC are drafting the terms of the transfer.  6.4 Old School Court – installation of new pavement. No news. Clerk to chase.  6.5 Community Speed Watch – volunteers have had their photos taken for their ID badges and await training.  6.6 Kissing Gate – work is due to commence shortly.  6.7 Defibrillators – The defibrillators have been ordered. The clerk is meeting with an electrician on site to discuss and obtain a quote for the Hemyock installations. Clayhidon will use their own electrician sorting theirs and the clerk is waiting to hear from Culmstock. As part of the lease agreement the ambulance service will provide one training session a year for as many people as wish to be trained. More details to follow on this.  6.8 Floodbridge – Mr L Povah has received a quotation of £310.00 to provide and fix a brace to stabilise the end frame on the raised walkway.  <b>PROPOSAL:</b> The council accepts the quotation and instructs the contractor to complete the work.  <b>PROPOSED:</b> Mrs H Stallard  <b>SECONDED:</b> Mr S Clist</p>	Clerk  Clerk  LP

<p><b>DECISION:</b> passed (all in favour) Mr L Povah was thanked for his time on this matter.</p> <p>6.9 Vehicle-Activated Signs – the clerk has submitted sites to be approved by Highways. Highways have queried the locations and proximity to the 20MPH limit when they will be reminding drivers to slow down to 30MPH. It was agreed that the sign should say ‘slow down’ but with no reference to a speed limit. Clerk to inform Highways. Clerk to add request for a site at Symondsburrow.</p> <p>6.10 Wall at Healthy Living &amp; Activity Centre – Mr L Povah has obtained a quote from Mr B Hawkes for £90 to complete the works in September. <b>PROPOSAL:</b> The council accepts the quotation and instructs Mr Hawkes to complete the work. <b>PROPOSED:</b> Mr L Povah <b>SECONDED:</b> Mr S Clist <b>DECISION:</b> passed (all in favour)</p> <p>6.11 HGV Signs – The clerk has ordered the signs. The price will be £676.00 plus VAT for supply and installation by SWH. No date has been provided for installation.</p> <p>6.12 Parking by the school – carry forward to next meeting.</p> <p>6.13 Trees/shrubs Culmstock Road – the clerk met with a tree surgeon for some advice reference the large tree and the leylandi hedge. The advice was to remove the leylandi and then review the situation. Clerk was instructed to obtain another quotation. Councillors discussed possible replacements for the leylandi, once removed. <b>PROPOSAL:</b> The council to plant a Devon mixed hedge to replace the leylandi. <b>PROPOSED:</b> Mr L Povah <b>SECONDED:</b> Mr S Clist <b>DECISION:</b> passed (all in favour)</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>7. <u>District Council Report</u></b> Councillor Frank Rosamond reported:- MDDC are looking at a request to return to Town Hall back to Tiverton Town Council. The Environment Agency is still requesting more work reference proposals at junction 28. This is impacting on the timing of the Local Plan. There have been exhibitions on junction 28 and the council will need to make a decision on the proposals. MDDC are considering a proposal for a joint strategic plan for the Greater Exeter area which would be a partnership between East Devon District Council, Exeter City Council, Mid Devon District Council and Teignbridge District Council with assistance from Devon County Council. The plan would cover strategic issues and strategic allocations reference Planning etc. MDDC has submitted a bid to the Government for support in delivering a new garden village development on land to the east of Cullompton. Garden Village status will assist in the delivery of the town centre relief road and J28 improvements badly needed in the Cullompton area.</p>	
<p><b>8. <u>County Council Report</u></b> Nothing to report.</p>	
<p><b>9. <u>Planning</u></b> The following applications were considered:-</p> <p>9.1 16/01295/HOUSE. 35 Hollingarh Way, Hemyock. Erection of single storey rear extension <b>PROPOSAL:</b> The council supports the application. <b>PROPOSED:</b> Mr S Clist <b>SECONDED:</b> Mr T Barton <b>DECISION:</b> passed (all in favour)</p> <p>9.2 16/01143/HOUSE. Studleys, Hemyock. Conversion and extension of detached double garage to form additional ancillary accommodation. <b>PROPOSAL:</b> The council supports the application with the condition that the accommodation is ancillary to the main dwelling in perpetuity. <b>PROPOSED:</b> Miss P Lawrence <b>SECONDED:</b> Mr P Doble <b>DECISION:</b> passed (8 for, 1 abstention)</p>	

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

1.	0.04	Interest
2.	50.00	Helicopter donation
3.	3.10	Interest

**EXPENDITURE**

1.	409.00	N Page	Footpath work
2.	360.00	Grant Thornton	External audit fee
3.	479.90	Blackdown Healthy Living & Activity Centre	AONB grant monies held
4.	4,524.62	Came & Company	Insurance
5.	6,800.00	SW Ambulance Trust	Defibrillators
6.	21.00	Hemyock Parish Hall	Room hire
7.	605.15	D Evans	Wages & Expenses
8.	60.00	R Taylor	Village maintenance
9.	275.00	I Pike	Cemetery & Village grass cutting

**BANK RECONCILIATION**

Community a/c	173382.66
Deposit	52,070.29
Griffith/Flay	704.18
P3	1990.91
Longmead	1.27
Unity Trust Bank	500.00
<b>Total</b>	<b>228,649.31</b>

**PROPOSAL:** that the income is agreed and the above cheques/payments are paid/agreed. Letter to be sent to bank to move £409.00 from the P3 account to current account.

**PROPOSED:** Mr S Clist

**SECONDED:** Miss P Lawrence

**DECISION:** passed. (all in favour) Mr L Povah was asked to thank Mr N Page for his excellent work and communication on the footpaths.

**11. Clerk Update**

11.1 MDDC's Chief Executive, Stephen Walford, will attend the parish council meeting in February.

11.2 The clerk has acquired a community CPR training kit from the British Heart Foundation for groups to use. It comes with a training DVD etc. and is additional to the formal annual training session the community will receive from the SW Ambulance Trust. Kit to be stored at the parish hall.

11.3 The clerk has received a request from the Friends of St Mary's to borrow the bier for its Heritage Sunday exhibition. Clerk to pass on Mr I Pike's details to co-ordinate the collection and return.

11.4 The clerk has received a quote from Highways to provide ditch markers at £29 each.

11.5 The clerk has attended a course on cemetery management. As a result, she is reviewing her procedures and additional administration may be necessary. If so, fees will need to be reviewed. Clerk to provide recommendations.

11.6 The clerk read out an email from a parishioner reference the hedges encroaching on to the roads in the parish. A discussion ensued about the hedges in the parish that need attention e.g. Combe Hill, Station Road opposite the Spar. Mr S Clist will contact the owners shortly.

11.7 BMX – The new, relocated BMX track is being built at Longmead and will be completed in the next 2 weeks. The clerk suggested this may be a good PR opportunity and the council may wish to have an official opening. It was suggested that the first Saturday during half term (22<sup>nd</sup> October) at 11am may be a good idea. Clerk to approach the BMX professional, Kye Forte, to see if he is available to officially open the track. Hot dogs and hot chocolate to be served. The primary school will be asked if they would include notice of the opening in its weekly newsletter. Clerk to liaise with Ms J Pritchard/Mrs H Stallard.

*Councillor Rosamond left the meeting*

**12. Longmead**

Clerk

Clerk

Clerk

SC

Clerk/JP/  
HS

Nothing to report.	
<b>13. <u>Highways</u></b> Nothing to report.	
<b>14. <u>TAP Fund 2016/2017</u></b> The clerk has submitted an application for a vehicle-activated sign from the 'underspend pot'. She is awaiting news. Mrs H Stallard is liaising with a company that produces Village Maps etc for the village information boards.	
<b>15. <u>Commons Management Group</u></b> The group will next meet on 20 <sup>th</sup> October. In the meantime the group has been looking into the possibility of having some Highland cattle from a neighbouring farm lightly graze Shuttleton Common (This was recommended by DWT).	
<b>16. <u>Cemetery</u></b> A quote will be obtained to remove a section of railing, repair, sand blast and powder coat. Mr S Clist to organise and report back. Mr S Ward was asked to purchase a replacement tree on behalf of the council as per his recommendations.	SC
<b>17. <u>Footpaths</u></b> It was reported that many of the parishioners that gave evidence in support of the new footpath at Conigar had received unpleasant letters. Mr L Povah will liaise with clerk and will write to DCC to make them aware of the situation.	LP/Clerk
<b>18. <u>The Garages</u></b> The Friday evening session cannot continue due to lack of adult volunteers. It is hoped people will come forward. The Tuesday sessions are continuing as usual.	
<b>19. <u>Village Maintenance</u></b> A survey of the benches in the village needs to be carried out and a subsequent tender for the works issued. Clerk will arrange a meeting for Mr S Clist, Mr T Barton, Mr L Povah and Miss P Lawrence to inspect the benches.	
<b>20. <u>Housing Needs Survey</u></b> The surveys will be delivered to the parish council on 8 <sup>th</sup> September and will be issued to the parish shortly thereafter. Parishioners are asked to return the forms directly to Devon Communities Together by 5 <sup>th</sup> October 2016.	
<b>21. <u>Parish Plan</u></b> The working group has identified groups and individuals who will be approached to answer 3 simple questions to help shape the questionnaire.	
<b>22. <u>Newsletter</u></b> Mr N Punnett thanked those who had contributed and commented on the newsletter. These will be printed and delivered with the Housing Needs Questionnaire.	
<b>23. <u>Risk Management Plan</u></b> Mr T Barton has prepared and circulated a risk management plan for the council to adopt. <b>PROPOSAL:</b> the council adopts the Risk Management Plan. <b>PROPOSED:</b> Mr T Barton <b>SECONDED:</b> Mr N Punnett <b>DECISION:</b> passed. (all in favour) Mr T Barton was thanked for his efforts and for producing a user-friendly document.	
<b>24. <u>Correspondence</u></b> 24.1 MDDC Street Cleansing Questionnaire. Miss P Lawrence has inspected the existing dog and litter bins and informed the clerk of additional bins that were omitted from MDDC's plans. Clerk to complete survey and return to MDDC. 24.2 Waddeton Park – The developer will brief the council on Monday 12 <sup>th</sup> September reference the results of its parish consultation event. 24.3 Email from resident reference hedges in Station Road. Mr S Clist and clerk will contact the resident in Station Road.	Clerk  SC/clerk
<b>25. <u>Items raised by Chairman</u></b> 25.1 Ditch Markers - the clerk has received a quote from SWH of £29 per ditch marker. Mr S Clist will	SC/clerk

<p>25.2 speak to Willy Pike, Highways, about it. Clerk to request markers for floodbridge and advise response. Old Floodbridge Markers – is has been suggested that these should be painted so they might be seen more easily.  <b>PROPOSAL:</b> the council to paint the markers. Mr Calcraft to co-ordinate the painting with volunteer painters. The clerk, Mr Povah, Mr B Hawkes and Mr R Calcraft volunteered to paint.  <b>PROPOSED:</b> Mr L Povah  <b>SECONDED:</b> Mr R Calcraft  <b>DECISION:</b> passed. (all in favour)</p>	
<p><b>26. <u>Items raised by Councillors</u></b></p> <p>26.1 Mr T Barton reported that the trees in the castle are rather tall and need attention. Clerk to write to parishioner.</p> <p>26.2 Miss P Lawrence reminded the meeting of an event going on in the village ‘Heritage Sunday’ on 11<sup>th</sup> September.</p> <p>26.3 Miss P Lawrence suggested the council completed an up-to-date traffic survey. It was suggested that this may be something that the speedwatch volunteers could do on behalf of the council.</p> <p>26.4 Miss P Lawrence asked whether MDDC Planning had responded to the council’s questions ref Byes Farm planning refusal decision. The clerk will ask for more detail about the refusal.</p> <p>26.5 Mr R Calcraft mentioned that the entrance to Longmead needs attention. Mrs H Stallard confirmed Longmead Management Committee is organising a clean-up/tidy-up volunteering day shortly.</p> <p>26.6 The hedges along Castle Hill were reported as needing trimming. Under natural England rules, from 1<sup>st</sup> September hedges may be trimmed. The parish council will wait to see if they are trimmed in the near future.</p> <p>26.7 Mr S Clist reminded the meeting that it is maize time and many large vehicles will be on the parish lanes.</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>27. <u>Date of next Meeting</u> Wednesday 5<sup>th</sup> October at 7.30pm, Forbes Lounge, Parish Hall</b></p>	

Meeting closed 10.30pm

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