

**Hemyock Parish Council Monthly Meeting**  
**held in the Forbes Lounge at 7.30pm on 7<sup>th</sup> August 2013**

| Subject   | Action                              |
|---|-------------------------------------|
| <p><b>1. <u>Present</u></b><br/> Mrs H Stallard (Chair), Mr I McCulloch, , Mr R Calcraft, Mr L Povah, Mr S Clist, Mr J Edwards, Mr R Brooke, Mr F Rosamond, District Councillor (left after item 4), Mr R Radford (left after item 7) , Mrs D Evans (Parish Clerk) and members of the public.<br/> <b><u>Apologies</u></b> Mr Hart (away), Mr T Barton (away) and Mr S Major (away)</p>   |                                     |
| <p><b>2. <u>Declarations of Interest/Dispensations</u></b><br/> The clerk declared that:-<br/> Mrs Stallard</p> <ul style="list-style-type: none"> <li>• is a Director of Upper Culm Community Land Trust</li> <li>• is a Member of the Youth Garages Project Committee</li> <li>• is a Member of the Parish Hall Committee</li> <li>• is a member of Longmead Management Committee</li> </ul> <p>Mr Calcraft</p> <ul style="list-style-type: none"> <li>• is a Member of the Parish Hall Committee</li> <li>• is a Member of the Culm Valley Trail</li> </ul> <p>Mr Povah</p> <ul style="list-style-type: none"> <li>• is a Director of Upper Culm Community Land Trust</li> <li>• is a Member of the Culm Valley Trail</li> <li>• is a Member of the Youth Garages Project Committee</li> </ul> <p>Mr Clist</p> <ul style="list-style-type: none"> <li>• is a Director of the Upper Culm Community Land Trust</li> </ul> <p>Mr Brooke</p> <ul style="list-style-type: none"> <li>• is a Director of the Upper Culm Community Land Trust</li> <li>• Is a member of the Youth Garages Project and has a disclosable pecuniary interest in the Youth Garages Project. There is a dispensation in place to allow him to participate in but not vote on matters affecting the project</li> </ul> <p>Mr McCulloch</p> <ul style="list-style-type: none"> <li>• is a member of Upper Culm Community Land Trust</li> <li>• is Chair of Longmead Management Committee</li> </ul> |                                     |
| <p><b>3. <u>Public Questions</u></b></p> <p>3.1 What is the council going to do about the various hedges around the village which have grown out and are now encroaching on to the roads, causing problems for motorists?<br/> <i>After a lengthy discussion it was agreed that most landowners will be/should be trimming their hedges during the next 6 weeks or so. The council will review the situation at the next council meeting and write to specific landowners. Mr McCulloch is drafting a standard procedure/letter.</i></p> <p>3.2 Trees need trimming back by the entrance to Eastlands. They are encroaching on to road and causing vehicles to move out to middle of road.<br/> <i>Clerk to report to MDDC.</i></p> <p>3.3 The hedge at the top right hand side of Prowses on the bend needs trimming back.<br/> <i>Clerk to report to MDDC.</i></p>  | <p>IM</p> <p>Clerk</p> <p>Clerk</p> |
| <p><b>PROPOSAL:</b> The District Council Report is moved up the agenda and dealt with next as Councillor Rosamond needs to leave the meeting shortly afterwards.<br/> <b>PROPOSED:</b> Mr Edwards<br/> <b>SECONDED:</b> Mr Brooke<br/> <b>DECISION:</b> passed (all in favour)</p> <p><b>4. <u>District Council Report</u></b></p>  |                                     |

|  |  |
|--|--|
| <p>Councillor Rosamond updated the meeting:-<br/>         Budgets are coming under further pressure. There is already a £128k shortfall during the first three months of the year and corrective action will have to be taken. The provision of waste services is being looked at. MDDC will no longer fund the Tourist Information Centre in Tiverton. This will be moved to the Museum building. The old Tourist Information Building will be used for other purposes, perhaps a café, shop etc. The hedge by Eastlands should be trimmed in the next 2 weeks.<br/> <i>Councillor Frank Rosamond left the meeting.</i></p>   |  |
| <p><b>5. <u>Minutes from Previous Meetings</u></b><br/> <b>PROPOSAL:</b> The Council minutes of the 3<sup>rd</sup> July meeting are approved, subject to changing item 3.3 from celebration to commemoration.<br/> <b>PROPOSED:</b> Mr Edwards<br/> <b>SECONDED:</b> Mr Calcraft<br/> <b>DECISION:</b> passed (all in favour)</p>  |  |
| <p><b>6. <u>Matters arising from previous minutes not on current agenda</u></b><br/>         6.1 <u>Hedgerows</u> – Mr McCulloch will draft a letter for approval next month. Clerk will include in PR a reminder to all to trim hedges.<br/>         6.2 <u>Benches</u> – Chair will provide Mr McCulloch with contact details so that he can complete the schedule of works needed.<br/>         6.3 <u>Asset Register/Insurance Review</u> – Clerk to carry forward<br/>         6.4 <u>Map of Council’s responsibilities</u> – Clerk could not find anything in the archives. Clerk will approach Anne Kingston (previous clerk) to see if she has any knowledge of such a map. In the meantime, Mr Povah will request a large parish map from DCC. .</p>  | <p>Clerk<br/><br/>Chair/IM<br/><br/>Clerk<br/>Clerk/LP</p> |
| <p><b>7. <u>County Council Report</u></b><br/>         Councillor Ray Radford updated the meeting:-<br/>         Devon’s arrangements for the protection of children were judged by Ofsted to be inadequate following a recent Ofsted inspection. A new chairman, David Taylor, has been appointed and a review is on-going. The numbers of people claiming jobseekers allowance has dropped by 7.1%. Youth unemployment is also down. DCC mended 60,700 potholes during last year. There is a Highway Matters Conference on 14<sup>th</sup> September at Petroc, Tiverton where Highways Asset Management will be explained. Clerk will circulate information.</p>  | <p>Clerk</p>   |
| <p><b>8. <u>Planning</u></b><br/>         Applications received for:-<br/>         8.1 13/00828/FULL – Retention of gas tank. The Blackdown Healthy Living Centre, Riverside, Hemyock<br/> <b>PROPOSAL:</b> The Council support the application.<br/> <b>PROPOSED:</b> Mr Edwards<br/> <b>SECONDED:</b> Mr Povah<br/> <b>DECISION:</b> passed. All in favour. Mr Clist abstained from voting.<br/>         8.2 13/00913/FULL – Change of use from agricultural storage to B8 storage (for siting of 4 insulated shipping containers for use as firework magazine). Simonsburrow Farm, Hemyock<br/> <b>PROPOSAL:</b> The Council support the application.<br/> <b>PROPOSED:</b> Mr McCulloch<br/> <b>SECONDED:</b> Mr Brooke<br/> <b>DECISION:</b> passed. All in favour<br/>         8.3 13/00990/FULL – Erection of extension and alterations. Hill Farm Bungalow, Clayhidon<br/> <b>PROPOSAL:</b> The Council support the application.<br/> <b>PROPOSED:</b> Mr McCulloch<br/> <b>SECONDED:</b> Mr Edwards<br/> <b>DECISION:</b> passed. All in favour.<br/>         8.4 13/01042/FULL – Erection of extension following demolition of existing porch.</p> |  |

Windover Cottage, Madford

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

**PROPOSED:** Mr Clist

**SECONDED:** Mr Brooke

**DECISION:** passed. All in favour

- 8.5 13/01063/COU – certificate of lawfulness for exiting use of land for siting of a mobile home for residential use for a period in excess of 10 years. Lower Mackham Farm, Hemyock.

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

**PROPOSED:** Mr Clist

**SECONDED:** Mr McCulloch

**DECISION:** passed. All in favour

Approval received for:-

- 8.6 13/00658/FULL – Erection of veranda to west elevation. Lower Mackham Cottage, Hemyock

- 8.7 13/00661/FULL – Erection of single storey extension. 29 Castle Park, Hemyock

- 8.8 13/00702/FULL – Erection of extension following demolition of existing extension (revised scheme). 2 Cottlands, Culm Davy

Refusal received for Listed Building Consent

- 8.9 13/00705/LBC – Listed building consent for conversion and change of use of agricultural buildings to 3 live/work units. Erection of domestic garage block. Culmbridge Farm, Culmbridge Road, Hemyock

Proposed non material amendment noted for:-

- 8.10 13/00535/FULL/NMA – Erection of single storey extension. Little Penn, Hemyock

## **9. Finance**

- 9.1 The meeting was updated on the following financial matters:

### Income

|    | £         | Reason                              |
|----|-----------|-------------------------------------|
| 1. | 0.04      | Interest g/f a/c                    |
| 2. | 0.85      | Interest 14 day a/c                 |
| 3. | 6,119.41  | VAT reclaim                         |
| 4. | 20,000.00 | DCC Garages grant                   |
| 5. | 94.82     | A G Real & Son                      |
| 6. | 112.01    | Pring & Son                         |
| 7. | 4,315.00  | MDDC Grant for Longmead maintenance |

### Expenditure

|     | £         | Payee               | Reason  |
|-----|-----------|---------------------|---|
| 1.  | 15.00     | Longmead            | Room hire CMG   |
| 2.  | 35,041.32 | Brendan Kingston    | Garages Project Building work                                 |
| 3.  | 5,178.00  | WT & RJ Jones       | Grass maintenance (grant rec'd from MDDC for net amount)      |
| 4.  | 22.00     | Hemyock Parish Hall | Room hire   |
| 5.  | 130.00    | R Taylor            | BMX strim and tidy £95 + £35 garages strim                    |
| 6.  | 12.91     | South West Water    | Cemetery water  |
| 7.  | 527.17    | D Evans             | Clerk's salary and expenses                                   |
| 8.  | 270.00    | I Pike              | Grass cutting   |
| 9.  | 139.57    | R Calcraft          | Grass cutting Millhayes £120, expenses for noticeboard £19.57 |
| 10. | 7.80      | Wasteology          | Cemetery green waste collection                               |

**BANK ACCOUNT RECONCILIATION\***

|               |                     |
|---------------|---------------------|
| COMMUNITY A/C | 116,628.84          |
| DEPOSIT A/C   | 51,981.80           |
| G/F A/C       | 704.18              |
| P3 A/C        | 2,518.36            |
| LONGMEAD      | 1.27                |
| <b>TOTAL</b>  | <b>£171,834.45*</b> |

*\*These figures include income but exclude expenditure*

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

**PROPOSED:** Mr Povah

**SECONDED:** Mr McCulloch

**DECISION:** passed. All agreed.

9.2 The council considered the following recommendations from the Finance Committee:-

9.2.1 **PROPOSAL:** The interment fee is increased by £20.00 to cover the cost of levelling any grave should the undertaker fail to do so after 12 months.

**PROPOSED:** Mr Edwards

**SECONDED:** Mr Povah

**DECISION:** passed. Mr Clist abstained from voting as he felt the fee should be increased by more than £20.00.

9.2.2 **PROPOSAL:** the council increases its contribution to the Parish Pump from £150.00 to £200.00 from this year.

**PROPOSED:** Mr Clist

**SECONDED:** Mr Calcraft

**DECISION:** passed. All agreed

9.2.3 **PROPOSAL:** A donation of £150 is made to Hemyock Cricket club to help them with their pitch maintenance costs.

**PROPOSED:** Mr Clist

**SECONDED:** Mr Povah

**DECISION:** passed. All agreed

9.2.4 **PROPOSAL:** A donation of £200.00 is made to Hemyock Scouts to help fund their trip to Denmark, in partnership with Tønder Scout Group.

**PROPOSED:** Mr Calcraft

**SECONDED:** Mr Povah

**DECISION:** passed. All agreed

9.3 **PROPOSAL:** a letter of authority is sent to HSBC, giving the Clerk access to account information.

**PROPOSED:** Mr McCulloch

**SECONDED:** Mr Clist

**DECISION:** passed. All agreed.

**10. Clerk Update**

10.1 Standing Orders – The Policy Committee will consider financial regulations during August.

10.2 Dropped Kerbs – DCC Highways has confirmed the cost to install is £1,500 a pair. Clerk will ask Mr Major to prioritise the requested dropped kerbs.

10.3 Rural Connections Project – Clerk will book a separate meeting and mention in PR.

10.4 Village Pump – it has been reported to the clerk that the pump is looking a little tired and in

Clerk  
Clerk/SM

Clerk

|  |   |       |
|--|---|-------|
|  | need of some refurbishment. The job has been put out to tender many times in the past. Clerk to investigate and report to finance committee.  | Clerk |
| 10.5                                       | TAP Fund – the Clerk has been approached by Culmstock asking for support with their TAP application. Chair has asked that Clerk arranges a meeting with Culmstock and Clayhidon councillors to discuss TAP fund applications.   | Clerk |
| 10.6                                       | Police Update – PCSO Tracey Peters sent the following report:- Two crimes to report:<br>10 <sup>th</sup> July – a laptop and a mobile phone were allegedly stolen from a lounge in an insecure house, whilst the owner was upstairs. Both items were new and still in their original packaging. However, the crime was not reported to us until the following day and therefore there were no lines of enquiry for us to follow; 21 <sup>st</sup> July – between 0100hrs and 0200hrs, the roof of a car was damaged in Station Road, possibly by someone walking over it. Unfortunately, there were no witnesses and there are no further lines of enquiry at the moment. Other incidents of note are as follows:- Police were called to two different properties on 8 <sup>th</sup> and 17 <sup>th</sup> July following reports of an intruder alarm being activated. On both occasions, all was in order on police arrival. We also received five reports during July regarding the skate ramp at Lower Millhayes. We have had anonymous complaints regarding noise and loud vehicles in the area. Alcohol was seized on one occasion and words of advice have been given to the youths involved. However, due to the increase in complaints and anti-social behaviour at the location, we are continuing to monitor the situation. |       |
| <b>11. <u>Commons Management Group</u></b> | Summary of recommendations/actions:-  |       |
| 11.1                                       | The tidy up of Shuttleton Common was a success.   |       |
| 11.2                                       | George Greenshields has visited Hemyock and Shuttleton Commons and prepared a report of recommendations. The CMG will consider his recommendations and report back to full council.   |       |
| 11.3                                       | Regular communication will be included in the Pump on the work of the group.  |       |
| 11.4                                       | Clerk will circulate George Greenshields' report to all councillors, together with map showing areas mentioned.   | Clerk |
| <b>12. <u>Highways</u></b>                 | Nothing to report.  |       |
| <b>13. <u>Cemetery</u></b>                 |   |       |
| 13.1                                       | <u>Tree maintenance</u> – Mr McCulloch will meet with Mr Clist to discuss and plan necessary work for this year.  | IM/SC |
| <b>14. <u>Footpaths</u></b>                | Nothing to report.  |       |
| <b>15. <u>Culm Valley Trail</u></b>        | The group continues and has asked Councillor Ray Radford to press DCC to make a commitment to the project.  |       |
| <b>16. <u>Garages Youth Project</u></b>    |   |       |
| 16.1                                       | Building work is going well. Mr Povah will meet with finance committee during August to discuss finances. Clerk to book meeting.  | Clerk |
| 16.2                                       | Garages Working Party – This group, chaired by David Major, and separate to the council, met with some youngsters in the village who are formulating the rules and regulations for the new garages youth centre. There is another meeting planned later in August to talk to some interested youths/parents about the future management/supervision of the project. The garages now has its own facebook page 'the garages sports and activities centre'. The project is hoping to launch sometime in November. More information to follow. The Clerk asked that she be kept in the loop as the council needs to fulfil its obligations to DCC as part of the grant to publicise the launch event, etc.   |       |
| <b>17. <u>Community Land Trust</u></b>     |   |       |

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|---|----------------------------------|
| <p>Neil Punnett, Secretary of UCCLT, sent the following report:- The major event for the Upper Culm CLT in July was the launch ceremony for the Griffin Close development held by Hastoe Housing Association in Hemyock on 24th July. Short speeches were given by the Housing &amp; Communities Agency's Rural and Communities Manager, Matthew Dodd , Rob Aspray Regional Head of Development for Hastoe West region and Heather Stallard, the Chair of the CLT. Matthew and Rob praised the work done by the CLT to ensure that the development has taken place. Rob said that working with the CLT helped to ensure that the homes closely matched the needs of the community. In addition a number of good practices have been established which are now being applied to other projects in Hastoe's community-led development programme. Alison Ward from the Wessex CLT Project said that Griffin Close was the first development supported by the CLT Project to have commenced construction, even though it was by no means the first to start the process. The CLT issued its third Newsletter to members at the end of July.</p> |                                  |
| <p><b>18. <u>WW1 Devon Remembers</u></b><br/>Preparation and planning work on the Devon Remembers project continues. Mike Cooper is the organiser: Mike Cooper, Hemyock History and Archiving Association on 01823 680175 <a href="mailto:michaelrcooper@tiscali.co.uk">michaelrcooper@tiscali.co.uk</a>.</p>   |                                  |
| <p><b>19. <u>Correspondence</u></b><br/>19.1 Community Enterprise Fund for post offices. Chair will approach Hemyock post office to inform them of a potential source of money, perhaps to fund a large noticeboard outside post office giving useful local information. .<br/>19.2 DCC Highways – notification of temporary prohibition of through traffic for:-<br/>Wrangcombe Road to Forge Cross – 21<sup>st</sup> August and<br/>Whitehall Cross to Park Cross 13<sup>th</sup> – 19<sup>th</sup> August.<br/>19.3 HAGS playground equipment leaflet noted.<br/>19.4 Community Council of Devon, annual conference noted. The Clerk will attend on behalf of the council. Mr Clist will confirm with Clerk if he is able to attend.<br/>19.5 A parishioner has reported that the black and white finger post by Higher Millhayes needs attention. Mr Calcraft kindly offered to repaint it.<br/>19.6 Devon Active Villages has approached the council with a possible funding opportunity. Clerk to find out more detail and then refer to David Major, chair of Garages project, if applicable.</p>                                    | <p>Clerk/SC<br/>RC<br/>Clerk</p> |
| <p><b>20. <u>Items raised by Chairman</u></b><br/>Nothing to report.</p>  |                                  |
| <p><b>21. <u>Items raised by Councillors</u></b><br/>21.1 The remains of the old concrete posts opposite the flood bridge are causing a danger to unsuspecting motorist. They are covered with Himalayan Balsam and cannot be seen. Clerk to report to Highways.</p>  | <p>Clerk</p>                     |
| <p><b>22. <u>PR</u></b><br/>The Council requested PR on the following topics:</p> <ul style="list-style-type: none"> <li>• Hedges in need of trim around village – please take action</li> <li>• Rural Connections Project</li> </ul>   |                                  |
| <p><b>23. <u>Date of the Next Council Meeting.</u></b> Wednesday 4<sup>th</sup> September at 7.30pm Forbes Lounge</p>   |                                  |

Meeting closed at 9.55pm

*Signed.....Date.....*