



Hemyock Parish Council

26th May 2016

To: All Members of Hemyock Parish Council

Dear Councillor

You are duly summoned to attend a meeting of **Hemyock Parish Council** to be held in the Forbes Lounge, Parish Hall, Hemyock on **Wednesday 1st June 2016 at 7.30pm**. The meeting is open to the press and the public.

Yours sincerely

Parish Clerk

AGENDA

1. **Welcome by Chairman, apologies for absence and introductions**
2. **Declarations of Interest/Dispensations**
To receive any declarations of interest relating to business to be conducted at this meeting and
To consider any dispensation requests and confirm any relevant dispensations.
3. **Public Participation** (limited to 20 minutes, 2 minutes per question)
4. **To approve** the minutes of the meeting on 4th & 23rd May 2016.
To receive the minutes of the Finance Committee meeting on 17th May 2016.
5. **To receive an update** on any matters arising
 - 5.1 **St Margaret's Brook – update** from Mr S Clist & Mr Povah
 - 5.2 **Purple Peril – update** from Mr L Povah
 - 5.3 **Car Park – update** from clerk
 - 5.4 **Station Road pavements/Old School Court– update** from Mr Povah/clerk
 - 5.5 **Speedwatch – update** from clerk
 - 5.6 **Kissing Gate – update** from Mr S Clist
 - 5.7 **Newton Mast – update** from clerk
 - 5.8 **Trustees of Peter Holway/Mary Waldron – update** from clerk
 - 5.9 **Defibrillator - update** from clerk
 - 5.10 **Floodbridge - update** from Mr L Povah
 - 5.11 **Vehicle Activated Signs – update** from clerk
 - 5.12 **Assets of Community Value – update** from clerk
 - 5.13 **Post Box – update** from clerk
 - 5.14 **Newsletter – update** from Mr N Punnett
 - 5.15 **Lack of parking at Prowses - update** from clerk
6. **District Council Report**
To receive update from Councillor Frank Rosamond
7. **County Council Report**
To receive update from Councillor Ray Radford
8. **Planning**
To note approval for the following applications:-
 - 8.1 16/00364/FULL - Blackdown Hill Road, Hemyock. Erection of an agricultural livestock/fodder building.
 - 8.2 16/00414/HOUSE – Langley, Hemyock. Erection of an extension.
 - 8.3 16/00390/FULL - The Barn, Lickham Bottom Hemyock. Conversion of agricultural building to single dwelling.
9. **Finance**
 - 9.1 **9.1.1 To agree** income and expenditure schedule

- 9.1.2 **To agree** transfer of funds to P3 of £1000 and from P3 £222 being net transfer of funds to P3 of £778
- 9.1.3 **To approve** renewal of membership to Social Local Council Clerks £131.00.
- 9.2 **Consider Finance Committee recommendations**
 - 9.2.1 Longmead Management Committee to report to council on a quarterly basis and chairman to report following AGM
 - 9.2.2 The virement of funds under the following headings are made:-
 - Clerk's salary – from £7,500 to £9,500
 - Training – from £1,000 to £4,000
 - Maintenance Man – from £10,000 to £5,000
 - Grass Cutting – from £3,000 to £2,000
 - Road Signs- from £5,000 to £6,000
 - The car park is to be paid for from reserves.
 - 9.2.3 The following donations are made
 - 9.2.3.1 **£200 Citizens Advice Bureau**
 - 9.2.3.2 **£400 Blackdown Healthy Living & Activities Centre**
 - 9.2.3.3 **£100 Tiverton Community Transport**
 - 9.2.3.4 **£800 Blackdown Support Group**
 - 9.2.3.5 **£250 The Queen's 90th Birthday celebration event**
 - 9.2.4 The clerk's contract is amended to match the model DALC contract and adopted.
 - 9.2.5 The council should have a presence at the village fete.
- 9.3 **TAP FUND 2016/2017 – discuss and consider** this year's scheme
- 9.4 **Unity Bank – agree and sign** application (terms & conditions have changed, the fee has increased to £6 per month)
- 10. **Annual Return**
 - 10.1 **To adopt** the Annual Governance Statement for year ending 31st March 2016.
 - 10.2 **To adopt** the Accounting Statements for year ending 31st March 2016.
- 11. **Clerk Update**
To receive update from Clerk
- 12. **Longmead**
To receive any relevant information
- 13. **Highways**
To receive any relevant information
- 14. **Commons Management Group (CMG)**
To receive any relevant information
- 15. **Cemetery**
To receive any relevant information
 - 15.1 **To agree** to purchase a western red cedar for cemetery to screen spoil heap (£58 plus VAT).
- 16. **Footpaths**
To receive any relevant information.
- 17. **Garages Youth Project**
To receive any relevant information
- 18. **Village Maintenance**
Benches – discuss and agree way forward to compose a schedule of works for the year ahead.
- 19. **Housing Needs Survey**
To receive update from working group
- 20. **Parish Plan**
To receive update from working group
- 21. **Correspondence**
To note
 - 21.1 letter from Upper Culm Community Land Trust confirming its support of an up to date Housing Needs Survey.
 - 21.2 letter from Pensions Regulator confirming staging date of 1st May 2017.
 - 21.3 Letter from Open Spaces – Find out Way Fund.
- 22. **Items raised by Chairman**
- 23. **Items raised by Councillors**
- 24. **PR**
- 25. **Date of the Next Council Meeting in Forbes Lounge, Parish Hall at 7.30pm on 6th July 2016 (tbc)**
- 26. **Sale of Old Station Yard Site**

Exclusion of public & press – Chair to move that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for this item of business because publicity would be prejudicial to the public interest by reason of the commercially sensitive nature of the business to be transacted.

26.1 To consider latest legal advice and **agree** way forward.

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman in attendance so that all those present may be made aware that is happening. Members of the public may also use other forms of social media to report on proceedings at this meeting.

FINANCE SCHEDULE

Income

1.	100.00	Pring & Son
2.	205.00	Pring & Son
3.	455.00	Pring & Son
4.	705.00	Pring & Son

EXPENDITURE

1.	14.65	South West Water	Cemetery Water Bill
2.	40.00	R Taylor	BMX tidy
3.	69.25	Hemyock Parish Hall	Room hire
4.	199.43	H Stallard	Reimbursement of APM expenses
5.	222.00	N Page	P3 Footpaths work
6.	256.36	Blackdown Hills Healthy Living & Activities Centre	AONB grant monies held
7.	tbc	D Evans	Clerk's wages & expenses
8.	tbc	HMRC	NI
9.	100.00	R Calcraft	Grass cutting Millhayes April/May
10.	tbc	I Pike	Grass cutting village & cemetery
11.	500.00	Hemyock Parish Council	Unity Bank account

No 1 already paid - needs to be ratified.

BANK RECONCILIATION

Community a/c	157,825.32
Deposit	52,058.09
Griffith/Flay	704.18
P3	1212.73
Longmead	1.27
Total	211,801.59