



## Hemyock Parish Council

31<sup>st</sup> May 2018

**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 6<sup>th</sup> June 2018 at 7.30pm**. The meeting is open to the press and the public.

Yours sincerely

**Parish Clerk**

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### 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 2<sup>nd</sup> May 2018

**To note** the minutes of the finance committee meeting of 31<sup>st</sup> May 2018

**5. Planning**

**To consider the following applications:-**

5.1 18/00652/HOUSE. 33 Longmead, Hemyock. Conversion of existing Garage to ancillary accommodation.

5.2 18/00610/HOUSE. 31 Castle Park, Hemyock. Erection of a garage following removal of existing

5.3 18/00779/FULL. Oakside, Culmstock Road, Hemyock. Erection of a dwelling with new access (Revised Scheme)

5.4 18/00474/FULL. Erection of Erection of 2 dwellings, alterations to existing access, and associated works. Land West of Elmdene, Hemyock (revised drawings)

**To note details pursuant discharged for:-**

5.5 17/01524/FULL. St Marys Church, Hemyock. Erection of extension and relocation of oil tank

**To note permission granted for:-**

5.6 18/00193/FULL. Longmead, Hemyock. Replacement of existing tennis court lighting with 16 LED lights on 6.7m poles

5.7 18/00527/HOUSE. Paddock Wood, Culmstock. Installation of UPVC folding doors to breakfast room and dining room to include construction of cavity wall following removal of sun room and canopy.

5.8 18/00461/FULL. Hillcott, Hemyock. Change of use of agricultural land and formation of outdoor winter equine exercise area.

**To note permission refused for:-**

5.9 18/00370/CLP. Pencross House, Hemyock. Certificate of Lawfulness for the proposed Conversion of buildings to ancillary accommodation.

**6. Matters Arising**

**To receive an update** on any matters arising

6.1 Standing Orders – carry forward to next meeting

**7. District Council Report**

**To receive** update from Councillor Frank Rosamond

**8. County Council Report**

**To receive** update from Councillor Ray Radford

**9. Annual Return**

9.1 **To consider and approve** the Statement of Internal Control

- 9.2 **To note the findings and approve** implementation of any recommendations from the Internal Audit Report
- 9.3 **To consider and adopt** the Annual Governance Statement for year ending 31<sup>st</sup> March 2018.
- 9.4 **To consider and adopt** the Accounting Statements for year ending 31<sup>st</sup> March 2018.
- 10. Finance**
- 10.1 **To agree** income and expenditure and bank reconciliation
- 10.2 **To note and agree** NJC new pay scales from 1<sup>st</sup> April 2018.
- 10.3 **To consider** recommendations from Finance Committee  
Blackdown Healthy Living & Activity Centre (BHLAC). The committee recommends that the council makes several improvements to the building owned by the parish council.
- Insulation*
- 10.3.1 The finance committee recommends to full council that it should accept the quotation from Smart Energy at a cost of £1,833 plus VAT.
- Double Glazing*
- 10.3.2 The finance committee recommends to full council that it should accept the quotation from the Window and Conservatory Factory, Dunkeswell at a cost of £22,000.
- Automatic Doors*
- 10.3.3 The finance committee recommends to full council that it should accept the quotation from TLS Security at a cost of £4,998 plus VAT.
- 11. Clerk Update**  
**To receive** update from Clerk
- 12. Longmead**  
**To receive** any relevant information
- 11.1 **update** from clerk reference agreed responsibilities/finances
- 13. Highways**  
**To receive** any relevant information
- 13.1 **To appoint** Road warden
- 13.2 **To appoint** Highways representative
- 13.1 Possible improvements to Pencross Hill – **discuss** and **agree** next steps
- 14. Cemetery**  
**To receive** any relevant information  
**To appoint** cemetery appointments  
**To consider** recommendations from Cemetery representatives including new interment form, memorial form, rules and regulations, fees and grave digging policy.
- 15. Footpaths**  
**To receive** any relevant information.
- 15.1 Footpath – diversion procedure – **update** from Mr Povah
- 16. Commons Management Group**  
**To receive** any relevant information
- 16.1 **to appoint** members to committee and **appoint** chair
- 17. Village Maintenance**  
**To receive** any relevant information
- 17.1 **To discuss and agree** additional tasks
- 18. Public Conveniences**  
**To receive** any relevant information.
- 18.1 **To discuss and agree** next steps reference transfer of asset including obligation to maintain area in front of toilets.
- 19. Car Park**  
**To receive** any relevant information
- 19.1 Business Rates – **update** from Clerk
- 20. Garages Youth Project**  
**To receive** any relevant information
- 20.1 **Garage Doors** – **update** from Mr Calcraft/Mr Povah
- 21. Blackdown Hills Parish Network**  
**To receive** any relevant information
- 22. Old School Court** – **receive** an update from clerk/chair
- 23. Asset Management** – **receive** update from Miss Lawrence and consider recommendations
- 24. Correspondence**  
**To note**

- 24.1 statement from Ashfords
- 24.2 letter from DCC ref P3 scheme
- 24.3 CPRE Countryside Voice Spring Edition

**To consider**

- 24.4 Email from parishioner about siting of Vehicle Activated Sign
- 24.5 Email from parishioner requesting 'slow down children playing' signs at Longmead
- 24.6 Email from parishioner reference gun club agreement with the council and possible breach of agreement.

**25. Items raised by Chairman**

**26. Items raised by Councillors**

**27. Public Participation**

**28. PR**

**29. Date of the Next Council Meeting Wednesday 4<sup>th</sup> July 2018 at 7.30pm, Forbes Lounge, Parish Hall**

*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.	205.00	Redwoods
2.	118.00	Scouts – Air ambulance
3.	4.46	Interest
4.	4.32	Interest

**EXPENDITURE**

1.	1,032.77	D Evans	Clerk's wages and expenses
2.	37.57	HMRC	PAYE
3.	139.06	R Calcraft	Grass cutting and reimbursement of materials for Garage doors
4.	147.00	SLCC	Membership
5.	9,058.21	B K Construction	Car Park pavement
6.	47.00	R Taylor	Footbridge strim and tidy
7.	88.40	Hemyock Parish Hall	Room hire
8.	493.10	I Pike	Maintenance & grass cutting

**BANK RECONCILIATION as at 31<sup>st</sup> May 2018 (including income but not expenditure)**

HSBC Community a/c	13,798.23
HSBC Deposit	75,054.96
HSBC Griffith/Flay	0
HSBC P3	0.04
HSBC Longmead	1.27
Unity Trust Bank current	36.00
Unity Trust Bank deposit	77,456.45
Unity Trust Bank GF	705.08
Unity Trust Bank P3	2199.80
Nationwide Bond	85,491.74
United Trust Bank	75,000.00
<b>Total</b>	<b>329,743.57</b>

