



Hemyock Parish Council

27th April 2018

To: All Members of Hemyock Parish Council

Dear Councillor

You are duly summoned to attend the Annual Meeting of **Hemyock Parish Council** to be held in the Forbes Lounge, Parish Hall, Hemyock on **Wednesday 2nd May 2018 at 7.30pm**. The meeting is open to the press and the public.

Yours sincerely

Parish Clerk

AGENDA

1. **To elect Chairman** and receive declaration of acceptance of office
2. **To elect Vice-Chairman** and receive declaration of acceptance of office
3. **Welcome by Chairman, apologies for absence and introductions**
4. **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.
5. **Public Participation** (limited to 20 minutes, 2 minutes per question)
6. **To approve** the minutes of the meeting on 4th & 26th April 2018
To note minutes of finance committee meetings of 16th & 25th April
7. **To appoint** councillors to existing standing committees, determine number and time of ordinary meetings and elect chairman.
 - Finance Committee
 - Commons Management Group (CMG)
 - Policy Committee
 - Emergency Plan Group
8. **To appoint councillors to working groups**
 - Parish Plan/Neighbourhood Plan
9. **To appoint councillors as representatives**
 - Cemetery Representatives
 - Footpaths
 - Road Warden/Highways
10. **To appoint** any new committees
11. **To review** representation with external bodies and arrangements for reporting back
 - Blackdown Hills Parish Network (BHPN)
 - Longmead
 - Parish Hall
 - The Garages
 - Peter Holway/Second Poor Charity
 - Mary Waldron Trust
 - Primary School
 - Blackdown Healthy Living & Activity Centre
12. **To review** any delegation arrangements to committees
13. **To review** any terms of reference for committees
14. **To agree** dates, times and place of ordinary meetings of full council for the year ahead.
15. **To review and adopt** standing orders and financial regulations
16. **To adopt** MDDCs Code of Conduct
17. **Planning**
To consider the following applications:-

- 17.1 18/00461/FULL. Hillcott, Hemyock. Change of use of agricultural land and formation of outdoor winter equine exercise area.
- 17.2 18/00525/FULL. Madford Farm, Hemyock. Conversion of an agricultural barn into a hotel/guesthouse (Use Class C1) to include relocation of hedgerow.
- 17.3 18/00581/HOUSE. 25 Castle Park, Hemyock. Erection of single storey extension.
- 17.4 18/00474/FULL. Land West of Elmdene, Hemyock. Erection of 2 dwellings, alterations to existing access, and associated works.
- 17.5 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.
- 17.6 18/00356/FULL. Land and Buildings at NGR 313669 113266 Builders Yard, Culmstock Road Hemyock. Variation of condition 2 of planning permission 17/01510/FULL to allow substitute plans in respect of the addition of a garage to Plot 5 and re-siting of store and parking to Plot 6.

To note permission granted for:-

- 17.7 18/00170/FULL. Old Storage Building, Culmbridge Mill, Hemyock. Conversion and extension of agricultural building to dwelling (Revised scheme).
- 17.8 18/00176/FULL. Blackdown Hill Road, Hemyock. Erection of extension to existing livestock building.
- 17.9 18/00322/HOUSE. 16 Logan Way, Hemyock. Erection of single storey side extension following demolition of existing conservatory.
- 17.10 17/02066/FULL. 24 Station Road, Hemyock. Erection of 2 dwellings following demolition of existing bungalow and outbuildings.

To note application withdrawn for:-

- 17.11 17/01831/FULL. Land at Nelson Farm, Hemyock. Change of use of land for the siting of 3 gite camping pods and associated parking, compost toilets and shower facilities.

To note details pursuant discharged for:-

- 17.12 16/00390/FULL. The Barn, Lickham Bottom, Hemyock. Conversion of agricultural building to single dwelling.
- 17.13 17/01510/FULL. Builders Yard, Culmstock Road, Hemyock. Erection of 6 dwellings with associated highways, sheds and stores following demolition of existing buildings
- 17.14 17/01524/FULL. St Marys Church, Hemyock. Erection of extension and relocation of oil tank.

18. Finance

- 18.1 **To agree** income and expenditure and bank reconciliation
- 18.2 **To consider** recommendations from finance committee
- 18.2.1 The council makes a donation of £250 to the Bowling Club and also suggests that the club
- applies to MDDC's Communities Together fund after 1st June 2018 and
 - applies to Ray Radford's Locality Budget. The parish council would support these two applications.
- 18.2.2 The council makes a grant of £1,000 to Longmead for the year 18/19, subject to agreeing to a new list of responsibilities.
- 18.2.3 The council pays for the hire of the Forbes Lounge for 3 hours in June for the calf club centenary statue working group to hold an open day to gather historical information.

19. Matters Arising

To receive an update on any matters arising

- 19.1 Vehicle activated sign – update form clerk. **Consider** spending an additional £1,155 to convert to solar powered.
- 19.2 Car Park - Update on progress with pavement works and **agree** additional expenditure.

20. Items raised by Chairman

21. Items raised by Councillors

22. Date of the Next Council Meeting Wednesday 6th June 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.	100.00	Air Ambulance night-time landing site donation
2.	61.75	WPD wayleave
3.	50.00	Fine Memorials
4.	40,000	MDDC first instalment precept

EXPENDITURE

1.	50.40	S Machin	Maps for lease agreement
2.	868.56	D Evans	Clerk wages and expenses
3.	47.81	HMRC	Paye/NI
4.	90.00	ICCM	Cemetery Management membership
5.	474.82	DALC	Membership
6.	39.70	Hemyock Parish Hall	Room hire
7.	287.90	I Pike	Maintenance and grass cutting
8.	13.47	South West Water	Cemetery water bill
9.	5.10	R Calcraft	Reimbursement of cement costs for sign post

BANK RECONCILIATION

HSBC Community a/c	13,298.23
HSBC Deposit	75,046.18
HSBC Griffith/Flay	0
HSBC P3	0.04
HSBC Longmead	1.27
Unity Trust Bank current	36.00
Unity Trust Bank deposit	78,428.35
Unity Trust Bank GF	705.08
Unity Trust Bank P3	1,699.80
Nationwide Bond	85,491.74
United Trust Bank	75,000.00
Total	329,706.69