



Hemyock Parish Council

28th April 2022

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 at The Healthy Living & Activities Centre, Riverside, Hemyock on **Wednesday 4th May at 7.30pm**. The meeting is open to the press and the public.

Yours sincerely

Jenna Evans

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.
 - Agenda item 8 – Planning – Mr Clist is a member of the planning committee of Mid Devon District Council and chooses not to participate in any planning application consultation.
 - Agenda item 10 - Mrs Dayus-Jones & Mr Russell each have a personal interest as they are members of Longmead Management Committee.
 - Agenda item 23 - Mr Moon & Mr Doble each have a personal interest as they are trustees of the Healthy Living & Activity Centre
 - Agenda item 23 – Mrs Dayus-Jones has a personal interest as she is an employee of the Healthy Living & Activity Centre
 - Agenda item 32 - Mr Moon has a personal interest as he is a member of the rough shoot syndicate that uses the common
 - Agenda item 34 - Mr Calcraft has a personal interest as he is a member of The Garages Committee.
5. **Public Participation** (limited to 10 minutes, 2 minutes per question)
6. **To approve** the minutes of the meeting on 6th April 2022.
7. **Annual Return**
 - 7.1 **To consider and approve** the Statement of Internal Control
 - 7.2 **To note the findings and approve** implementation of any recommendations from the Internal Audit Report
 - 7.3 **To consider and adopt** the Annual Governance Statement for year ending 31st March 2022.
 - 7.4 **To consider and adopt** the Accounting Statements for year ending 31st March 2022.
8. **Planning**
To consider the following applications:-
 - 8.1 22/00687/HOUSE. Retention of building for use as additional living accommodation Old Parsonage Cottage, High Street, Hemyock.
 - 8.2 22/00386/HOUSE. Raising of roof height to provide additional living accommodation at first floor level to include installation of 4 dormer windows and erection of replacement garage with storage area. Broadfield, Hemyock
 - 8.3 22/00710/HOUSE. Construction of a rear dormer loft conversion (Revised Scheme). 4 Longmead, Hemyock.

- 8.4 22/00810/HOUSE. Erection of two storey side extension and front porch. 12 Pencross View, Hemyock.
- To note refusal for:-**
- 8.5 21/00902/FULL. Demolition of wood store and erection of Class C1 studio/dwelling for use as residential art courses/holiday let. Mill House, Whitehall, Hemyock.
- 9. Finance**
- 9.1 **To agree** income, expenditure and bank reconciliation.
- 10. Longmead**
- To receive** any relevant information.
- 10.1 Skatepark – consider request from Skatepark team to agree to appoint Maverick (confirmation of planning permission and agreement subject to funding)
- 10.2 Ditch/collapsed drain - agree to proposed works.
- 10.3 Pitch Drainage – consider Sam Iddon’s email with regard to drain clearance.
- 10.4 Longmead Management Group – set up meeting with chair of Longmead to discuss issues and possible assistance from pc with admin support/treasurer.
- 11. Clerk Update**
- To receive** any relevant information.
- 11.1 Annual Parish Meeting – Community Land
- 11.2 Co-option of councillor
- 11.3 Toilets – agree whether to purchase replacement baby change and toilet roll dispensers
- 12. 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
- 13. To appoint councillors to working groups**
- Community Land
- 14. To appoint councillors as representatives**
- Cemetery Representatives
 - Footpaths
 - Road Warden/Highways/Snow Warden
- 15. To appoint** any new committees, working groups etc.
- 16. 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
- 17. To review** any delegation arrangements to committees
- 18. To review** any terms of reference for committees
- 19. To agree** dates, times and place of ordinary meetings of full council for the year ahead.
- 20. To review and adopt** standing orders and financial regulations
- 21. To adopt** MDDCs Code of Conduct
- 22. Cemetery**
- To receive** any relevant information
- 23. Blackdown Healthy Living & Activities Centre**
- To receive** any relevant information
- 23.1 Crash Barrier in car park – update from Mr Povah
- 24. Correspondence**
- To note**
- 24.1 Skipton Building Society, Bond maturity.
- To consider**
- 24.2 Letter from Waddeton Park with regard to a potential development site.

25. **The Queen's Platinum Jubilee**
To receive any relevant information
26. **Community Land**
To receive any relevant information
26.1 To receive an update following recent meeting.
27. **Matters Arising**
27.1 Mole catcher is revisiting the BHLAC.
27.2 PSPO – **consider** social media feedback with regard to dogs on leads at Longmead.
28. **County Council Report**
To note Councillor Radford's report.
29. **District Council Report**
To note Councillor Clist's report
30. **Highways**
To receive any relevant information
31. **Footpaths**
To receive any relevant information.
32. **Commons Management Group CMG**
To receive any relevant information.
33. **Village Maintenance**
To receive any relevant information.
33.1 **To discuss and agree** additional tasks
34. **Garages Youth Project**
To receive any relevant information
35. **Blackdown Hills Parish Network**
To receive any relevant information
36. **Asset Management**
To receive any relevant information
37. **Items raised by chairman**
38. **Items raised by councillors**
39. **Public Participation**
40. **PR**
41. **Date of Next Council Meeting** – Wednesday 1st June 2022 at 7.30pm, Healthy Living & Activities Centre, Riverside, Hemyock
42. **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.
43. Overage – **consider** correspondence from appointed the valuer and **agree** next steps.
44. Shuttleton Common – **consider** letter from legal advisers.

FINANCE SCHEDULE

INCOME

No	Amount	From
1	43,518.50	MDDC, precept
2	650.00	Redwoods, Funeral
3	20.00	Exe Valley Pizza, donation
4	4.01	Interest HSBC deposit

EXPENDITURE

No	Amount	Payee	Reason
1.	1,063.52	D EVANS	Clerk wages and expenses
2.	50.99	HMRC	PAYE
3.	270.00	A RUSSELL	Reimbursement – QPJ costs
4.	122.11	SPOT ON	Toilet consumables
5.	600.00	ASHFORDS	Legal fees, BHLAC lease
6.	634.80	ASHFORDS	Legal fees, pavements
7.	784.80	ASHFORDS	Legal fees, pavement
8.	49.96	N POWER	Electric, toilets

No	Amount	Payee	Reason
9.	50.00	ROD TAYLOR	Village maintenance (BMX)
10.	1,327.20	J STEVENS	Village maintenance (ditch Longmead)
11.	280.00	AJGIBL GBP	Insurance additional premium (skate jams)
12.	50.00	DEVON COMMUNITIES TOGETHER	Subscription
13.	123.75	K AMOR	Toilets, cleaning
14.	465.00	I Pike	Village maintenance, cemetery and grass
15.	137.47	I & Y Pike	Reimbursement, weedkiller
16.	15.94	South West Water	Cemetery
17.	180.70	South West Water	Toilets
18.	16.00	Hemyock Parish Hall	Room hire QPJ
19.	4,140.00	Metcalfe Allen	CCTV installation, Longmead

BANK RECONCILIATION

Account	Amount
HSBC Community a/c	445.72
HSBC Deposit	94,355.77
Unity Trust Bank current	100.00
Unity Trust Bank deposit	83,705.19
Unity Trust Bank GF	711.40
Unity Trust Bank P3	1361.61
Skipton 1-year Bond	86,906.18
United Trust Bank	79,613.87
Total	347,199.74