

Hemyock Parish Council
Monthly Meeting
held at The Parish Hall, Hemyock at 7.30pm on Wednesday 17th May 2023

| Subject | Action | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|----------|----------------------------|--|----|----------|-------------------|----|-------|----------------------------|----|------|---------------------|----|--------|-------|--------|----|-------|-------------|--------------------------------|----|--------|---------|--------------------------------------|----|--------|----------|---------------------|----|--------|----------|-----------------------------|----|--------|----------|------------------|----|--------|----------|-----------------------------|----|----------|----------|-------------------------|----|----------|---------------|--|--|
| <p>1. <u>Present</u> Mr P Doble (Chair), Mr K Andrews, Miss P Lawrence, Mr N Moon, Mr L Povah, Mr S Ward, Parish & District Councillor Mr S Clist, Mrs D Evans (Clerk), and members of the public. <u>Apologies</u> Mrs C Matthews and Mrs K Talbot</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>2. <u>Election of chairman</u> Mr Doble was nominated by Miss Lawrence, seconded by Mr Ward. There being no other nominations, Mr Doble was elected as chairman and signed his declaration of acceptance of office.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>3. <u>Election of vice chairman</u> Mrs Talbot was nominated by Mr Doble, seconded by Miss Lawrence. Mr Clist was nominated by Mr Moon, but he politely declined the nomination. There being no other nominations, Mrs Talbot was elected as vice chairman and will sign her declaration of acceptance of office at the next meeting.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>4. <u>Declarations of acceptance of office</u> All councillors present signed their declarations of acceptance of office. Mrs Matthews will sign her declaration of acceptance of office at the next meeting.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>5. <u>Declarations of Interest/Dispensations</u> None declared.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>6. <u>Public Participation</u> 6.1 A member of the public asked for an update on the intended new run of pavement on Station Road (from industrial estate to Spar shop). Mr Povah confirmed that, after some new discussions, a scheme had been agreed between Highways, the pc and the homeowners. New drawings are being created and legal paperwork is being drawn up.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>7. <u>Minutes from Previous Meeting</u> PROPOSAL: The council minutes of the 3rd May are approved. PROPOSED: Miss Lawrence SECONDED: Mr Povah DECISION: passed (all in favour).</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>8. <u>Finance</u> 8.1 Income and expenditure INCOME</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">No</th> <th style="width: 20%;">Amount</th> <th style="width: 70%;">From</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td style="text-align: right;">1,236.97</td> <td>HMRC, VAT reclaim</td> </tr> <tr> <td>2.</td> <td style="text-align: right;">20.00</td> <td>Exe Valley Pizza, donation</td> </tr> <tr> <td>3.</td> <td style="text-align: right;">5.00</td> <td>Skatepark, donation</td> </tr> </tbody> </table> <p>EXPENDITURE</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">No</th> <th style="width: 15%;">Amount</th> <th style="width: 30%;">Payee</th> <th style="width: 45%;">Reason</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td style="text-align: right;">71.10</td> <td>R Tomlinson</td> <td>Reimbursement, skatepark costs</td> </tr> <tr> <td>2.</td> <td style="text-align: right;">173.79</td> <td>D Evans</td> <td>Reimbursement, phone, postage and IT</td> </tr> <tr> <td>3.</td> <td style="text-align: right;">115.00</td> <td>R Taylor</td> <td>Village maintenance</td> </tr> <tr> <td>4.</td> <td style="text-align: right;">420.00</td> <td>Ashfords</td> <td>Station Road pavements (29)</td> </tr> <tr> <td>5.</td> <td style="text-align: right;">300.00</td> <td>Ashfords</td> <td>BHLAC/AONB lease</td> </tr> <tr> <td>6.</td> <td style="text-align: right;">420.00</td> <td>Ashfords</td> <td>Station Road pavements (27)</td> </tr> <tr> <td>7.</td> <td style="text-align: right;">1,125.00</td> <td>A Brooke</td> <td>Longmead, grass cutting</td> </tr> <tr> <td>8.</td> <td style="text-align: right;">2,537.86</td> <td>S Scantlebury</td> <td>Coronation event, reimbursement of costs</td> </tr> </tbody> </table> | No | Amount | From | 1. | 1,236.97 | HMRC, VAT reclaim | 2. | 20.00 | Exe Valley Pizza, donation | 3. | 5.00 | Skatepark, donation | No | Amount | Payee | Reason | 1. | 71.10 | R Tomlinson | Reimbursement, skatepark costs | 2. | 173.79 | D Evans | Reimbursement, phone, postage and IT | 3. | 115.00 | R Taylor | Village maintenance | 4. | 420.00 | Ashfords | Station Road pavements (29) | 5. | 300.00 | Ashfords | BHLAC/AONB lease | 6. | 420.00 | Ashfords | Station Road pavements (27) | 7. | 1,125.00 | A Brooke | Longmead, grass cutting | 8. | 2,537.86 | S Scantlebury | Coronation event, reimbursement of costs | |
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| BANK RECONCILIATION | | |
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| Account | Amount | |
| HSBC Community a/c | 357.72 | |
| HSBC Deposit | 94,766.14 | |
| Unity Trust Bank current | 100.01 | |
| Unity Trust Bank deposit | 134,577.64 | |
| Unity Trust Bank GF | 718.76 | |
| Unity Trust Bank P3 | 1,244.70 | |
| Skipton 1-year Bond | 87,210.35 | |
| United Trust Bank | 80,452.46 | |
| Nationwide Instant | 5,003.92 | |
| Nationwide 35-day | 80,132.60 | |
| Cambridge BS | 80,000.00 | |
| Total | 564,564.30 | |
| <p>PROPOSAL: that the income is agreed and the above cheques/payments are paid/agreed. PROPOSED: Miss Lawrence SECONDED: Mr Clist DECISION: passed (all in favour).</p> <p>Mr Clist asked that money be spread amongst a greater number of institutions in order to avoid breaching Investor Compensation limits. Mr Clist was asked to provide a list from MDDC of appropriate accounts to consider.</p> | | SC |
| <p>9. <u>General Power of Competence</u> PROPOSAL: To resolve that until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence. PROPOSED: Mr Clist SECONDED: Mr Moon DECISION: passed (all in favour).</p> | | |
| <p>10. <u>King's Coronation Events</u> Sue Scantlebury gave a summary of the weekend's events. She thanked the many people that helped her organise the events and the parishioners who attended. She believed it was a successful weekend and many people have asked her to organise a yearly event!</p> | | |
| <p>11. <u>Appoint councillors to existing committees</u></p> <ul style="list-style-type: none"> • Finance Committee (PL CHAIR, NM, KA) • Commons Management Group (CMG) (NM CHAIR, PD, LP) • Policy Committee (LP & PL) • Emergency Plan Group (Mr Barton will be asked to continue) • Community Land (CM CHAIR, SW, SC, NM) <p>PROPOSAL: the above are appointed to the committees. PROPOSED: Mr Doble SECONDED: Miss Lawrence DECISION: passed (all in favour).</p> | | Clerk |
| <p>12. <u>Appoint councillors to working groups</u> Nothing to report.</p> | | |
| <p>13. <u>Appoint councillors as representatives</u> Cemetery Representative (SC) Footpaths (LP) Road Warden/Highways/Snow Warden (SC) Social Media (KT) Asset management overall (PL)</p> | | |

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| <p>Individual asset managers :-</p> <ul style="list-style-type: none"> • Longmead (PD) • Toilets (LP) • Car park (LP) • The Garages (CM) • The store (PL) • Floodbridge (LP) • BHLAC (PL) • Cemetery (SC) • War memorial (LP) • Pump (LP) • Commons (NM) <p>PROPOSAL: the above are appointed as the representatives. PROPOSED: Mr Doble SECONDED: Miss Lawrence DECISION: passed (all in favour).</p> | |
| <p>14. <u>Appoint any new committees/working groups</u> Nothing to report.</p> | |
| <p>15. <u>Review representatives on external bodies</u></p> <ul style="list-style-type: none"> • Blackdown Hills Parish Network (BHPN) (CM) • Longmead (DE, SW, PD) • The Garages (CM, KA) • Peter Holway/Second Poor Charity (DE, CM, PL, SC, NM) • Blackdown Healthy Living & Activity Centre (NM, PD) • Mary Waldron (SC) <p>PROPOSAL: the above are appointed as the representatives. PROPOSED: Mr Doble SECONDED: Miss Lawrence DECISION: passed (all in favour).</p> | |
| <p>16. <u>Delegation arrangement</u> The Commons Management Group (CMG) has delegated responsibility to incur expenditure to the value of the allocated budget for the CMG (currently £2,000 per annum) to effectively manage the commons. PROPOSAL: The delegation remains unchanged. PROPOSED: Miss Lawrence SECONDED: Mr Doble DECISION: passed (all in favour).</p> | |
| <p>17. <u>Terms of reference for committees</u> Refer to policy committee for action.</p> | |
| <p>18. <u>Future Meetings</u> The council will meet on the first Wednesday of each month February - July and Sept – December at 7.30pm, Blackdown Healthy Living Centre. (the council will only meet briefly in January and August if there are planning applications to consider).</p> | |
| <p>19. <u>Standing orders and Financial Regulations</u> PROPOSAL: that the council adopts the latest policies. PROPOSED: Mr Clist SECONDED: Mr Moon DECISION: passed (all in favour).</p> | |
| <p>20. <u>Code of Conduct</u> To be carried forward as clerk is awaiting clarification from MDDC.</p> | clerk |
| <p>21. <u>Insurance</u> Clerk will review policy and report back.</p> | clerk |

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| <p>22. <u>Asset Register</u> Miss Lawrence and clerk will liaise and update register.</p> | <p>Clerk/ PL</p> |
| <p>23. <u>Update from Councillors/clerk</u> 23.1 The continual vandalism of the toilets was raised by the clerk. This to be added to the next agenda. The installation of CCTV was suggested. 23.2 Mr Povah mentioned the state of the surface around the war memorial. He will bring a proposal to council for consideration.</p> | |
| <p>24. <u>Date of next meeting</u> Wednesday 7th June at 7.30pm, Healthy Living Centre.</p> | |

Signed.....Dated.....