

**Hemyock Parish Council**  
**Monthly Meeting**

**held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 5 July 2023**

Subject	Action																																								
<p><b>1 Present</b> Mr P Doble (Chair), Parish &amp; District Councillor Mr S Clist, Mr K Andrews, Miss P Lawrence, Mrs C Matthews, Mr N Moon, Mr L Povah, Mrs K Talbot, Mr S Ward together with Mrs S McGeever (temporary Clerk) and members of the public.</p> <p><b><u>Apologies</u></b> Mr S Summers</p>																																									
<p><b>2 <u>Declarations of Interest/Dispensations</u></b></p> <ul style="list-style-type: none"> <li>• Agenda item 7 – 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.</li> <li>• Agenda item 8 - Mr Moon &amp; Mr Doble each has a personal interest as they are trustees of the Healthy Living &amp; Activity Centre</li> </ul>																																									
<p><b>3 <u>Public Participation</u></b> Members of the public present raised the following topics:</p> <p>3.1 22/02329/OUT – it was noted the application had been withdrawn 3.2 Swinging doors at the BHLCA and need for them to be held back – it was noted the parts were on order 3.3 Request for funding for goalposts for the Youth Football Team – see Item 12.4 3.4 Improvements to the MUGA facility - referred to Longmead Management Group 3.5 Request for funding for white line paint from the Senior Football Club</p>																																									
<p><b>4 <u>To approve the minutes of the previous meeting</u></b> <b>PROPOSAL:</b> The council minutes of 7 June 2023 are approved as a true record of the meeting <b>PROPOSED:</b> Mr N Moon <b>SECONDED:</b> Mrs K Talbot It was RESOLVED that the minutes were a true record of the meeting, and they were duly initialled and signed by the Chairman.</p>																																									
<p><b>5 <u>Finance</u></b> 5.1 To agree income, expenditure and bank reconciliation Income: It was noted that there had been no income in the period since the last meeting.</p> <p>Expenditure: <b>PROPOSAL:</b> To make the payments scheduled in the agenda of this meeting and subsequent invoices received for work commissioned by the Parish Council. <b>PROPOSED:</b> Miss P Lawrence <b>SECONDED:</b> Mr D Doble It was RESOLVED that the following payments should be made:</p>	Action: PL and Finance Committee																																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">No</th> <th style="width: 15%;">Amount</th> <th style="width: 35%;">Payee</th> <th style="width: 45%;">Reason</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td style="text-align: right;">120.00</td> <td>R Taylor</td> <td>General maintenance</td> </tr> <tr> <td>2.</td> <td style="text-align: right;">268.60</td> <td>S Aldworth</td> <td>End of year examination of records/Payroll services</td> </tr> <tr> <td>3.</td> <td style="text-align: right;">724.56</td> <td>Stuart Partners</td> <td>Sand/Topsoil – football pitch</td> </tr> <tr> <td>4.</td> <td style="text-align: right;">6.00</td> <td>GiffGaff</td> <td>Via paypal – mobile phone - PAID</td> </tr> <tr> <td>5.</td> <td style="text-align: right;">1000.00</td> <td>MDDC</td> <td>Contribution towards play area costs</td> </tr> <tr> <td>6.</td> <td style="text-align: right;">37.09</td> <td>Sutcliffe Play</td> <td>Rubber Hand Hold/Super Glue</td> </tr> <tr> <td>7.</td> <td style="text-align: right;">561.25</td> <td>I Pike</td> <td>Village maintenance and cemetery maintenance</td> </tr> <tr> <td>8.</td> <td style="text-align: right;">16.00</td> <td>Blackdown Healthy Living and Activity Centre</td> <td>Meeting room – 7 June</td> </tr> <tr> <td>9.</td> <td style="text-align: right;">1018.48</td> <td>D Evans</td> <td>Wages and expenses</td> </tr> </tbody> </table>	No	Amount	Payee	Reason	1.	120.00	R Taylor	General maintenance	2.	268.60	S Aldworth	End of year examination of records/Payroll services	3.	724.56	Stuart Partners	Sand/Topsoil – football pitch	4.	6.00	GiffGaff	Via paypal – mobile phone - PAID	5.	1000.00	MDDC	Contribution towards play area costs	6.	37.09	Sutcliffe Play	Rubber Hand Hold/Super Glue	7.	561.25	I Pike	Village maintenance and cemetery maintenance	8.	16.00	Blackdown Healthy Living and Activity Centre	Meeting room – 7 June	9.	1018.48	D Evans	Wages and expenses	
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10.	150.00	E Ingledew	Cleaning	
11.	95.00	A S Plumbing	Toilet maintenance	
<p>A further payment of £50 to R Taylor for BMX strimming was also approved.</p> <p>5.2 To agree remuneration for temporary clerk  <b>PROPOSAL:</b> To agree an hourly rate of £13 an hour plus travel expenses to the temporary clerk.  <b>PROPOSED:</b> Mr D Doble  <b>SECONDED:</b> Mrs K Talbot  It was RESOLVED that the above proposal be adopted to cover work undertaken and attendance at meetings.</p> <p>5.3 To agree addition of signatories to Unity Trust Bank  <b>PROPOSAL:</b> To agree that Mr K Andrews, Mrs C Matthews, Mr S Summers and Mrs K Talbot be added as signatories to the Unity Bank Trust  <b>PROPOSED:</b> Miss P Lawrence  <b>SECONDED:</b> Mr S Clist  It was RESOLVED that the above-mentioned councillors should be added as signatories to the account.</p> <p>Mr Clist advised the meeting that he had taken advice on the holding of the Parish Council reserves and had noted that under the Financial Services Compensation Scheme that provided you hold money with a UK-authorized bank, building society or credit union then you are automatically compensated up to the figure of £85,000 per eligible person, per bank, building society or credit union. <a href="#">What we cover   Check your money is protected   FSCS</a></p> <p>Mr Clist raised the possibility of using NatWest and that further advice could be taken from Devon Association of Local Councils. In addition, it was noted that the UK Debt Management Office provided information on a Government option. The above would be followed up by the Finance Committee.</p>				
<p><b>6 <u>Community Larder</u></b>  Miss Lawrence and Mrs Talbot had attended a meeting regarding the community larder. The project to improve the facility and bring it into the centre of the village was progressing subject to approval by all relevant bodies. Foodsave, Honiton had offered to provide equipment and contribute to running costs. If appropriate, the Parish Council or the Peter Holway Trust could also contribute. Volunteers would be needed.</p>				PL/KT
<p><b>7 <u>Planning</u></b>  7.1 The following application was considered:-  23/00862/FULL  Proposal: Erection of roof over silage clamp  Location: Land at NGR 312745 113570 (Westhayes Farm) Hemyock</p> <p>Mr Clist did not participate in the discussion, and it was RESOLVED that the Parish Council were content with this application.</p> <p>It was noted that Government funding was available for the erection of roofs over silage clamps to reduce the amount of dirty water entering the water course.</p> <p>7.2 The Parish Council noted the withdrawal of an application:-  22/02329/OUT  Proposal: Outline for the erection of an agricultural workers dwelling  Location: Land at NGR 316032 110414 (New Gorwell Farm) Hemyock</p>				
<p><b>8 <u>Longmead</u></b>  8.1 Report on meeting with dog working group  Discussions were ongoing to reach an agreement on the walking of dogs on Longmead.</p>				PD

<p>Miss Lawrence raised the condition of trees on the Longmead border with Redwoods. It would need to be determined if the trees were the responsibility of the Parish Council.</p>	<p>PL/Clerk</p>
<p><b>9 Clerk update</b> The temporary Clerk had itemised information under correspondence.</p>	
<p><b>10 Cemetery</b> It was noted that there were a small number of plastic bottles used for watering plants and filling up flower holders and that it was inconvenient if they were removed.</p> <p>Mr Clist requested a meeting with the temporary Clerk to run through procedures and fees prior to bringing information to the Parish Council.</p>	<p>SC/Clerk</p>
<p><b>11 Blackdown Healthy Living &amp; Activity Centre</b> It was noted that Mr P Doble and Mr N Moon were on the BHLAC committee and would be attending the upcoming AGM in this capacity.</p> <p>The wall had been repaired and work was ongoing on the fence and footpath.</p> <p>It was understood that a proposal would be put forward to increase the number of radiators within the building to ensure the building was warm enough during the winter months.</p>	<p>PD/NM</p>
<p><b>12 Correspondence</b></p> <p>12.1 Fire extinguishers – the fire extinguishers at Longmead had been serviced and new equipment was required. The Clerk advised that as a PC building, the PC should purchase this.</p> <p>12.2 Skate park group – the group, having chosen the Maverick design, wished to move ahead to ascertain if there were any planning requirements given that it was less than 3m in height and not within 200m of the flood plain. It was RESOLVED that the Clerk would contact MDDC planning.</p> <p>12.3 Cavanna Homes – discussed under Item 13</p> <p>12.4 Funding for junior football goals The Hemyock Youth Football Club required goals for Longmead. They had looked at three options including a grant from the Football Association which was more expensive than purchasing the goalposts online. They had funding of £300 available. <b>PROPOSAL:</b> To agree that the Parish Council would purchase the goalposts <b>PROPOSED:</b> Miss P Lawrence <b>SECONDED:</b> Mr N Moon It was RESOLVED that the Parish Council would purchase the goalposts at a maximum cost of £750 plus VAT. The installation next to the adult playing pitch would be carried out by the Longmead Management Group and Hemyock Football Club and any costs met by them. The nets on the goalposts would only be present during matches.</p> <p>The training facilities were also raised, and it was noted that the MUGA surface did retain water and the surface could be dangerous. The Longmead Management Group would review the surface and report back to the Parish Council. Three quotes would be required for any remedial work carried out. Funding may be available through GRIN or Devon County Council.</p> <p>The Chairman of the Hemyock Football Club asked if the Parish Council would purchase line paint for the pitches and, as indicated in the minutes of the last meeting, he had received three quotes. He believed the best product was also the cheapest quote for 26 tubs of line paint which would provide sufficient for the full season for both pitches. <b>PROPOSAL:</b> To agree that the Parish Council would purchase the line paint <b>PROPOSED:</b> Mr P Doble <b>SECONDED:</b> Mrs K Talbot It was RESOLVED that the Parish Council would purchase the line paint at a maximum cost of £910 plus VAT.</p> <p>12.5 Email from Fensec re. advertising</p>	<p>Clerk to contact MDDC planning and DCC Highways</p> <p>Finance Committee re purchases</p>

<p>It was not felt appropriate for advertising to be on Parish Council fences/buildings etc. A number of businesses had billboards around the football pitch on match days and this option would be offered.</p> <p>12.6 Request from Blackdown Hills AONB Heritage Forum to borrow the old maps held by the Council upstairs in the Parish Hall to display on Saturday 16 September. It was RESOLVED that this request to borrow the old maps should be granted.</p> <p>The matter of banners on the roadside was raised and the Clerk would contact DCC Highways.</p> <p>A Food Hygiene course would be taking place at BHLAC in September.</p>	
<p><b>13 <u>Community land</u></b></p> <p>A site visit had taken place and disappointment was expressed as to the state of the fields that would come to the Parish Council as a result of the S106 agreement with Cavanna Homes.</p> <p>It was RESOLVED that the Parish Council would request an ecological survey of the area be carried out to assess the damage to what had been ancient meadowland.</p> <p>Mrs Matthews asked the Clerk to forward any correspondence received from Cavanna Homes in relation to the development.</p> <p>If further meetings took place with Cavanna Homes then the Clerk should be present to take minutes.</p> <p>Mrs Matthews had drafted a letter which had been circulated to Councillors.</p> <p><b>PROPOSAL:</b> To send the letter on headed paper to Cavanna Homes  <b>PROPOSED:</b> Mr L Povah  <b>SECONDED:</b> Mrs K Talbot</p> <p>It was RESOLVED that the letter should be sent from the Clerk having been put together by Mrs Matthews on headed paper.</p>	CM/Clerk
<p><b>14 <u>Matters arising</u></b></p> <p>14.1 Updated asset list Miss Lawrence had circulated an updated asset list which would be used for insurance purposes</p> <p>14.2 Updated asset register Miss Lawrence had circulated an updated asset list which would be used for insurance purposes</p> <p>14.3 Public conveniences – opening hours It was noted that the vandalism on the public conveniences had continued. Given that the majority took place in the evenings/at night, it was agreed that the Parish Council should consult with the cleaner to ascertain the best opening hours for the facility. This information would be fed back to the next Parish Council meeting.</p> <p>Mr Clist noted that the Parish Council had taken over the facility from MDDC and it might be worth considering an ASB policy.</p> <p>Improved communication from the Parish Council and signage of opening hours of the public convenience would be considered.</p>	Finance Committee  Clerk
<p><b>15 <u>County Council report</u></b></p> <p>The report from Councillor Radford would be circulated to Councillors.</p>	
<p><b>16 <u>District Council report</u></b></p> <p>Mr Clist reported on the risk register resulting from the cost-of-living crisis, work undertaken on waste management and the cleaning contract, attendance at the monthly Cabinet meetings and the setting up of an ASB protocol for housing.</p>	Page 4

<p>MDDC would be going out to consultation with local councils to produce a new Mid Devon plan with particular focus on planning policies.</p> <p>The NPPF framework had still not been published.</p> <p>MDDC were still pursuing a policy of net zero by 2030 and had decided against the proposal of a water turbine in the River Exe with solar panels on roofs being preferable especially in regard to Leisure Centres.</p> <p>MDDC were also looking at increasing the number of EV charging points in car parks and potentially new developments like the 62 houses at Sampford Peverell.</p>	
<p><b>17 <u>Highways</u></b>  Station Road would be closed for a period whilst repairs took place, and it was felt this would impact neighbouring villages.</p> <p>It was noted that Community Speed Watch operatives could now report cars travelling at 24mph or over in a 20mph area (previously 30mph).</p>	Clerk
<p><b>18 <u>Footpaths</u></b>  Mr Povah reported that the path between Castle Park and the Surgery had been cut and owners would be approached where hedges were impacting on pedestrian and road safety.</p> <p>DCC Highways had been approached regarding repairs to the footpath by the Church and the overhang of the roadside hedge. Mr Povah would contact them again.</p>	LP
<p><b>19 <u>Commons Management Group CMG</u></b>  Mr Moon advised that there was nothing to report.</p>	NM, PD
<p><b>20 <u>Village Maintenance</u></b>  It was noted that the bridges at Longmead needed clearing.</p>	Clerk
<p><b>21 <u>Garages Youth Project</u></b>  Mrs Matthews advised that there was nothing to report.</p>	CM
<p><b>22 <u>Blackdown Hills Parish Network</u></b>  Mrs Mathews advised there was nothing to report.</p>	CM
<p><b>23 <u>Asset Management</u></b>  Miss Lawrence advised that items such as the public conveniences had already been covered in the meeting.</p> <p>Mr Povah advised a separate diamond disc saw was needed for cutting the boards for repairs to the walkway across the river. It was noted that AS Plumbing may have such a saw, or a saw could be purchased.</p> <p>Miss Lawrence advised that the fence between BHLAC and the river needed repair. She would liaise with BHLAC and Ashculme to establish requirements in order to get quotes.</p>	<p>PL to speak to IP</p> <p>LP to speak to BHLAC</p>
<p><b>24 <u>Items raised by chairman (not for decision)</u></b>  Mr Doble thanked Miss Lawrence and Mrs Talbot for their support in what had been a difficult month to put in place revised practices whilst the Clerk was incapacitated.</p>	
<p><b>25 <u>Items raised by councillors (not for decision)</u></b>  Mr Ward raised the removal of the 'ice sign' from the pump area.</p> <p>Mr Povah raised the upgrading of the area around the war memorial following his meeting with the Conservation Officer. The preferred route would be for small square bricks of 20mm depth. Samples and quotes would be obtained and presented to the next meeting.</p>	<p>SW/SC</p> <p>LP</p>

Miss Lawrence raised the questionnaire on the insurance policy, and this would be covered at the Finance Committee (PL/KA/NM/SS).	Finance Committee
A complaint had been received regarding impeded drainage due to damage to the ditch between the road and hedge between Churchills and Winward Edge. Mr Clist to investigate.	SC
The 'poor field' hedges required cutting back to ensure the smooth passage of traffic on the road – PD to contact the leasee.	PD
Mr Povah asked that the link to planning applications be included in the agenda.	Clerk
<b>26 <u>Public Participation</u></b> No additional comments	
<b>27 <u>PR</u></b> Mrs Matthews and Mrs Talbot had taken on the role of placing notices on social media and improving communications with the parish.	
<b>29 <u>Date of next Council Meeting</u></b> Wednesday 13 September 2023 at 7.30pm, Blackdown Healthy Living & Activity Centre, Riverside, Hemyock  Note: If required a planning meeting would take place on Wednesday, 2 August 2023.	

Signed \_\_\_\_\_ Date \_\_\_\_\_