

Hemyock Parish Council
Monthly Meeting

held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 1 November 2023

Subject	Action
<p>1 Present Mr P Doble (Chair) (arrived late), Miss P Lawrence, Mr L Povah, Mr S Summers (arrived late), Mr S Ward and Mrs K Talbot together with Mrs S McGeever (temporary Clerk) and members of the public.</p> <p>Apologies Mr K Andrews, Parish & District Councillor Mr S Clist, Mrs C Matthews and Mr N Moon together with Councillor R Radford (DCC).</p> <p>Mrs Talbot opened the meeting in Mr Doble's absence.</p>	
<p>2 <u>Declarations of Interest/Dispensations</u></p> <ul style="list-style-type: none"> • Agenda item 8 - Mr Doble has a personal interest as he is a trustee of the Healthy Living & Activity Centre 	
<p>3 <u>Public Participation</u> Members of the public present raised the following topics:</p> <p>3.1 The old toilet at the public convenience had been removed 3.2 Culm Pyne had been closed for some highway work. (This proved to be the repair of one pothole.) 3.3 The spoil heap at the cemetery needs removing 3.4 The hedge between the cemetery and the Cavanna development required cutting 3.5 Warranty registration of the circular saw (Parish Council) 3.6 Organisation of a village litter pick (dates 18/19 November – afternoon only) – MDDC supply all equipment or Parish Council equipment was available 3.7 The potential uses of the community land being given to the Parish Council as part of the Cavanna development and presence on the Parish Council led committee 3.8 Stockland talk on 7 November 2023 on creating a nature reserve 3.9 Partially blocked drains at Culmbridge Road by the old telephone exchange causing the tarmac to lift – contact had been made with DCC – was there a form of record where the various drains emptied 3.10 The drain at the entrance to Eastlands was also blocked 3.11 Tom Aldridge was the DCC person in charge of waterways including Shutlake 3.12 Lucy Jefferson from Connecting the Culm presented a paper on work that could take place on Parish Council land to assist in alleviating flooding in the area. This included planting trees, creating ponds and utilising the old channels at Lickham Common. Ms Jefferson was happy to answer any queries once the proposal had been considered by the Parish Council and funds were available and she was able to obtain 3 day rates for digger works.</p> <p>Mr Doble took over the Chair.</p>	
<p>4 <u>To approve the minutes of the previous meeting</u> PROPOSAL: The council minutes of 11 October 2023 are approved as a true record of the meeting PROPOSED: Miss P Lawrence SECONDED: Mr S Ward It was RESOLVED by those who had been present at the meeting that the minutes were a true record of the meeting, and they were duly initialled and signed by the Chairman.</p>	
<p>5. <u>To consider any matters arising from the minutes</u> 5.1 The Purple Peril The Parish Council had been contacted by the cricket club regarding the removal of the Purple Peril from the grounds at the Village Hall.</p>	

The decision to move the Purple Peril rested with the Village Hall and the Parish Council had agreed to remove it by 31 December 2023.

6 Finance

6.1 To agree income, expenditure and bank reconciliation:

Miss Lawrence advised that the bank reconciliations had been circulated with the agenda.

Clerk/
Finance
Committee

EXPENDITURE – Invoices received October 2023

The Clerk advised that there were minor adjustments to the information circulated with the agenda due to PAYE changes and that a number of other invoices had been received. The revised amounts are given in the schedule shown in the minutes.

PROPOSAL: To make the payments scheduled in the agenda of this meeting and subsequent invoices received for work commissioned by the Parish Council.

PROPOSED: Miss P Lawrence

SECONDED: Mr S Summers

It was unanimously RESOLVED that the following payments would be made. Clerk to set up online payments.

No	Amount	Payee	Reason
1.	1018.28 (998.48)	D Evans	Clerk's wages/expenses
2.	584.00	I Pike	Village and cemetery maintenance
3.	135.00	E Ingledew	Cleaning public convenience
4.	556.04	S McGeever	Temporary Clerk's wages
5.	6.00	GiffGaff	PC phone paid by S McGeever – to be reimbursed
6.	1.19	Googlespace	Googlespace paid by S McGeever – to be reimbursed
7.	45.12	Rapid Electronic	Soap for PC paid by S McGeever – to be reimbursed
8.	119.20	HMRC	PAYE as per SA
9.	43.97	FW3	Toilet rolls for public convenience
10.	104.95	Sutcliffe Play	Replacement Rope for play park
11.	1125.00	Andy Brook	Cutting of Longmead (2 nd payment)
12.	300.00	Keith Luxton	Re-assessment of building costs for insurance
13.	1366.80	Scribe	One off and annual fee for the new accounting package
14.	16.00	BHLAC	Meeting room
15.	26.75	I Pike	Reimbursement for purchases made
17.	9.00	S McGeever	Mileage

* Items 5,6 and 7 were paid as a single amount £52.31

6.2 To receive a brief update from the Finance Committee Chairman

Miss Lawrence (Chair) advised that work would now commence on changing the signatories for the remaining accounts.

The Finance Committee would look at the new figures for replacing buildings and adjust the insurance policy as needed.

The Finance Committee would be meeting on 15 November 2023 and all councillors were asked to advise Miss Lawrence of anticipated expenditure over the coming year.

The Lights Brigade's request for a donation would be considered by the Finance Committee.

6.3 To receive an update on the application for bank cards.

The work was ongoing.

<p>7. Planning</p> <p>7.1 To consider the following applications:- No planning applications had been included on the agenda of the meeting.</p> <p>Extensions had been requested on the applications received following publication of the agenda.</p> <p>It was noted that one application was for a secure dog walking area and that it would be considered at the December meeting.</p> <p>7.2 To receive the following decision notices/appeal decisions:-</p> <p>23/01243/FULL - APPROVED Proposal: Erection of roof over silage clamp Location: Land at NGR 312735 113568 Westhayes Farm Hemyock Devon</p> <p>7.3 To receive information regarding enforcement issues:-</p> <p>ENF/23/00164/COU – 13 July 2023 Re: Conversion of barn to dwelling Shuttleton Castle Hill Hemyock</p> <p>ENF/23/00214/BRE – 30 August 2023 Re: Home office used as living accommodation Ploversfield Culmstock Road Hemyock</p> <p>No information had been received from Enforcement at the time of the meeting.</p>	
<p>8 <u>Clerk Update/Correspondence received</u></p> <p>The Clerk raised the following items:</p> <p>8.1 Station Road Pavement Further correspondence had been received relating to the payment of costs of £700 plus VAT for one of solicitors acting for a resident. This sum had been agreed at a prior meeting and the Clerk would confirm this to the Parish Council's solicitor.</p> <p>8.2 Diamond saw The diamond saw had been purchased and as raised in the Public Forum, the warranty would lie with the Parish Council</p> <p>8.3 Christmas Lights competition Natasha Bradshaw had confirmed that she would judge the Christmas Lights competition, but a date had not been set. It would be between 7th and 21st December.</p> <p>8.4 Community Speed Watch The Clerk advised that the Community Speed Watch team would welcome any support the Parish Council could give on recruiting volunteers.</p> <p>8.5 Email regarding the opening hours of the public conveniences/purchase of supplies Upon reflection, it was felt that opening and closing the public conveniences daily could be difficult to achieve. The anti-social behaviour would be monitored.</p> <p>8.6 Hemyock Day proposal from a resident The Parish Council welcomed the suggestion of a Hemyock Day that would raise funds for local causes. The date of 22 June 2024 was agreed, the format to be decided by those running the event.</p> <p>8.7 Skate Park The permitted development approval had been received.</p> <p>8.8 Energy Outreach Project It was agreed that the Clerk would contact the person responsible for the project and get some dates when they could come to speak to the residents of Hemyock.</p> <p>8.9 Funding and Support Opportunities for Mid Devon Businesses It was agreed that Mrs Matthews would be asked to look at how the Parish Council may be involved.</p> <p>8.10 Attendance at the Devon Communities Together AGM Mrs Matthews would be asked to attend.</p>	<p>Clerk</p> <p>Page 32</p>

<p>8.11 Poppy Club request Due to timescales, the request to place poppies on the Pump was agreed prior to the meeting.</p>	
<p>9 Hemyock Community Larder The Hemyock Community Larder would be run from the BHLAC by the charity FoodSave. They currently had a branch in Honiton and Beer and were keen for a Blackdown Hill's venue. FoodSave volunteers would be responsible for running the community larder with deliveries 3 to 4 times a week. The aim was to reduce food waste and have that food available for residents of Hemyock and its surrounds. FoodSave would arrange grant funding for a fridge/freezer, shelving etc. and electricity. The BHLAC were asking if the Parish Council would cover the cost of a room being put aside for FoodSave at a cost of £1500 per annum. to approve the use of the building for the community larder. Proposal: The Parish Council fund the FoodSave room at a cost of £1500 per annum subject to review at the end of each year. Proposer: Mr Doble Seconder: Mrs Talbot It was unanimously RESOLVED that the Parish Council would fund the cost of the FoodSave room. It was anticipated that the project would be up and running within four weeks.</p>	All
<p>10 Community land In the absence of Mrs Matthews, the Clerk reported that an email had been sent to Cavanna requesting a meeting during the wet winter months to assess the state of the drainage of the land. A response was awaited.</p>	CM/Clerk
<p>11 Longmead Mr Doble provided an update on Longmead Management Committee. He advised that an emergency meeting would be called to agree to how the 'line marker' would be stored over the winter. He would report back to the next meeting. 11.1 To receive an update on the purchase of a flood gate Mr Povah had met with a representative of a local firm who provided flood gates. His advice had been to wait until the Parish Council had ascertained if the emergency drainage works to be carried out would solve the problem of water flowing into the pavilion. He did suggest that a seal could be put along the bottom of the door to help prevent any ingress of water in the meantime. Given the door opened outwards, once the flood gate was in operation, the door could not be opened. Proposal: A quote for putting in a seal was obtained, and the work was carried out with immediate effect to prevent further damage. A quote for a flood gate would also be obtained and compared with other suppliers should it prove necessary. Proposer: Miss Lawrence Seconder: Mr Doble It was unanimously RESOLVED that the proposal should be carried out. 11.2 To receive an update on emergency drainage works Mr Povah advised that it appeared that the old soakaway was blocked, and it would be necessary to dig a trench to find the ends of the current pipes. He would report back to the next meeting. 11.3 To consider costs of cutting Longmead given the increase in prices and area being cut The Clerk was asked to contact the contractor and ascertain the percentage increase in the area being cut and the percentage increased in costs. A decision could then be made on the contractual price for the work.</p>	PD/LP/ Clerk

<p>12 Garages Youth Project In the absence of Mrs Matthews, it was noted that some minor maintenance work was required to the Garages. The suggestion had been put forward that the Parish Council pay for the work. Given that the Parish Council was responsible for the lease, it seemed advisable that they keep the building in good repair. A list of maintenance work needed would be requested.</p>	CM
<p>13 War Memorial Mr Povah advised that work was ongoing. It was hoped that photographs would be acceptable rather than the need to draw up location plans and a plan of the site. The stumbling block remained locating the deeds of ownership. There were no records that the responsibility for the war memorial passed to the Parish Council and no records to identify the legitimate owner.</p>	LP
<p>14 Cemetery In Mr Clist's absence the following items have been raised: 14.1 site visit to the cemetery to look at potential improvements including identifying unused plots, considering where best to allocate additional space, extension of path, bier shed maintenance etc It was agreed that a meeting should take place to look at the implication of extending the cemetery. It was noted that where a TPO was in place there should be no building with 10m of the trunk. Displacing the fine roots could lead to honey fungus. Where conifers did not have a TPO and needed to be removed then the stumps should be ground. 14.2 review of charges and comparison with surrounding parishes The Clerk advised that she would prepare a table of comparative charges from the surrounding parishes. 14.3 grave numbers to be added to new memorial stones and those going in for additional inscriptions Proposal: The memorial application form be amended to require all new memorial stones and those going in for additional inscriptions should have the grave number added to the rear Proposer: Miss Lawrence Seconder: Mr Doble It was RESOLVED that the proposal should be implemented on a unanimous vote.</p>	CS
<p>15 Blackdown Healthy Living & Activities Centre Miss Lawrence advised that whilst the trees that had come down in the wind had been partially removed, there was still work that needed to be done to ensure that the area was safe. It was agreed that three quotes would be obtained to carry out work on the trees to make the area lighter and the fence secure. An American oak for example was beyond its best and would need attention every 4-5 years. Emergency works could be carried out without the need to first obtain three quotes because of the risk of damage to life or property whereas maintenance work required three quotes especially if it were a major project. Miss Lawrence advised that the contents of the Parish Store were in the process of being sorted out and a number of the sandbags were split and the salt spreader was taking up space. The Blackdown Hills Business Association display boards were also in the store. A further report would be given.</p>	PL
<p>16. County Council Report The Parish Council noted Councillor Radford's report.</p>	
<p>17. District Council Report In the absence of Councillor Clist, the Clerk noted the items raised on the agenda under the cemetery and advised that Hemyock had been earmarked for one of the affordable housing</p>	SC

<p>developments. More information would be available shortly and Parish Council consultation would take place.</p> <p>The issue of the mobile library was raised as this was with DCC and may not continue as a service.</p> <p>Mr Doble asked that Councillor Clist be asked to provide a written report when he was unable to attend.</p>	
<p>18. <u>Highways</u> Concern was expressed over the HGVs passing through the village especially when diversions were put in place. The roads were not suitable for lorries and problems arose when they found they could not make a turn. The Clerk advised that there was a member of Devon and Cornwall Police who was tasked with HGVs and tractors.</p>	Clerk
<p>19. <u>Footpaths</u> 19.1 Overgrowth on pavements/ivy on walls at the entrance to Longmead had not yet been dealt with. Mr Pike offered to contact the owners of the area.</p> <p>19.2 Repairs were being made to the path at St Margaret's Brook where the bank had collapsed.</p> <p>19.3 There were two places on Station Road where the hedges were overgrown and forcing people into the road. The Clerk was asked to write letters.</p>	Clerk
<p>20. <u>Commons Management Group CMG</u> There was no information given regarding the Commons Management Group.</p>	Clerk
<p>21. <u>Village Maintenance</u> 21.1 Repairs to the public convenience Repairs had been completed for the time being.</p> <p>21.2 Repairs to the footbridge Whilst the equipment was now in place, repairing the bridge required pedestrians to go along the road and in wet weather, this could be flooded. The autumn leaf fall posed problems and it was unlikely the work would commence under all the leaves had fallen and there was a dry period.</p> <p>The question was raised regarding paying an individual to clear drains on behalf of the Parish Council and the matter would be explored with DCC.</p>	Clerk
<p>22. <u>Blackdown Hills Parish Network</u> Miss Lawrence advised that she may be able to attend the meeting.</p>	CM
<p>23. <u>PR/Social Media/Website</u> Mrs Talbot advised that there had been an 18% in the number of followers on the social media page.</p> <p>An announcement would be made about the Christmas Lights Competition and the need to let the Clerk know if there were any houses to be judged that were outside the village. The competition would run from 7-21 December.</p>	
<p>24. <u>Items raised by chairman (not for decision)</u> Christmas card and flowers for Mrs Evans.</p>	Clerk
<p>25. <u>Items raised by councillors (not for decision)</u> The following items were raised:</p> <ul style="list-style-type: none"> - QR codes for the parish commons - AONB National Landscapes meeting on 22 November 2023 - the possibility of a path to link Longmead to the industrial estate (ransom strips in the village) - the rope in play area and capping off the ends 	Clerk

26. <u>Date of next Council Meeting</u> Wednesday 6 December 2023 at 7.30pm, Blackdown Healthy Living & Activity Centre, Riverside, Hemyock	

Signed _____ Date _____
Chairman