

Hemyock Parish Council
Monthly Meeting

held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 6 December 2023

Subject	Action
<p>1 <u>Present</u> Mr P Doble (Chair), Mr K Andrews, Miss P Lawrence, Mr L Povah, Mrs K Talbot and Mr S Ward together with Mrs S McGeever (temporary Clerk) and members of the public.</p> <p><u>Apologies</u> Parish & District Councillor Mr S Clist, Mrs C Matthews, Mr N Moon and Mr S Summers together with Councillor R Radford (DCC).</p> <p>Mr Doble opened the meeting.</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> <ul style="list-style-type: none"> - Twinning Association – the Twinning Association had written to the Parish Council, letter circulated to all councillors, for a grant to help fund children going on the proposed exchange trip in 2024. Normally, the association were able to meet this cost, but Covid had hit their ability to fundraise, and costs had risen significantly. The cost funding the children presently stood at £1000.00 and any donation would be appreciated. - 'Love where you live' was the new strapline for the proposed Hemyock Day which was now scheduled for Saturday, 29 June 2024 at Longmead. Events would include live streaming of Glastonbury, a silent disco and live music. - The path by the Castle had been cleared of leaves. - Purple Peril – members of the cricket club requested that the Parish Council re-consider moving the Purple Peril. The decision to request the Parish Council to move the Purple Peril had been made by the Village Hall committee and any request for its continued presence at the Village Hall would need to be addressed to them. - Damage to the Shutlake appeared to be near the basketball net on Village Hall land. Rods would be used in the first instance to see if the pipe was damaged or merely blocked. If the blockage was in the road the Devon County Council would clear the drains. 	
<p>4 <u>To approve the minutes of the previous meeting</u> PROPOSAL: The council minutes of 1 November 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></p> <p>5.1 Connecting the Culm proposal The Clerk was asked to contact Lucy Jefferson to determine the finance available so that a decision could be made at the next meeting.</p> <p>5.2 The Purple Peril The Parish Council offered the Cricket Club the opportunity to take over the Purple Peril with a grant of £500 for its continued upkeep. The structure was in good condition and had been funded by a grant from an outside organisation. Putting standing orders down, the Chairman asked if the Cricket Club would consider the proposal given it provided an amenity to the club. The Cricket Club would need to consider this at a meeting. Standing orders were reinstated. Mr Povah put forward that the proposal that the Purple Peril remain in the ownership of the Parish Council and that the Parish Council ask the Village Hall to reconsider their decision given it was a community asset and widely used in its current location.</p>	<p>Clerk</p> <p>Page 37</p>

PROPOSAL: Following representation from the Cricket Club and in the light of new information, the Parish Council write to the Village Hall and ask them to reconsider their decision.

PROPOSED: Miss P Lawrence

SECONDED: Mr L Povah

The Parish Council RESOLVED unanimously to support this proposal and the Clerk would draft a letter for the Chairman to sign and it was felt beneficial for there to be a meeting between members of the Village Hall committee and the Cricket Club.

6 Finance

6.1 To agree income, expenditure and bank reconciliation:

Miss Lawrence advised that the bank reconciliations had been circulated with the agenda and work was ongoing to put the accounts onto Scribe. This would make the production of reports considerably easier.

Miss Lawrence advised that there would be additional decisions on expenditure to be made under item 6.2., the report on the Finance Committee meeting on 15 November 2023.

EXPENDITURE – Invoices received November 2023

The Clerk advised that there were minor adjustments to the information circulated with the agenda due to awaiting information on wages and PAYE from the accountant. A number of other invoices had been received and were put forward for approval. A full list of payments would appear 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 L Povah

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

No	Amount	Payee	Reason
1.	998.48	D Evans	Clerk's wages/expenses (awaiting accountant)
2.	438.75	I Pike	Village and cemetery maintenance
3.	117.84	I Pike	Bus shelter repairs
4.	127.50	E Ingledew	Cleaning public convenience
5.	506.90	S McGeever	Temporary Clerk's wages (awaiting accountant)
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.	27.00	S McGeever	Travel expenses
8.	32.75	S McGeever	Ink toner
9.	126.60	HMRC	PAYE (awaiting accountant)
10.	90.00	R Taylor	Hedge trimming
11.	2400.00	Foot Anstey	Land Exchange Longmead
12.	1230.00	Foot Anstey	West of England Development Land
13.	107.96	Source for Business	Public Convenience
14.	11.02	Source for Business	Cemetery
15.	600.00	Light Brigade	Grant
16.	50.00	Royal British Legion	Poppy wreath (cheque sent)
17.	28.00	BHLAC	Meeting rooms
18.	45.00	Kate Burrough	Reimbursement of pizza vouchers for Longmead survey
19.	1421.57	MDDC	Grass cutting 2023

Other payments

16-Nov-23 £25.27 EDF (Public conveniences)

Clerk/
Finance
Committee

6.2 To receive an update from the Finance Committee Chairman

Miss Lawrence advised that the committee had met on 15 November 2023 and asked the Parish Council to consider additional expenditure as detailed in the Finance Committee meeting minutes.

Doors at the BHLAC:

A call out charge of £177.60 had been paid by the BHLAC and this had identified a problem with the doors which were an integral part of the building. The quote to repair the doors was £2989.00 plus VAT.

Dishwasher for the BHLAC

The dishwasher was a fixture of the building and was now beyond repair. The quote to install a new dishwasher was £2277 plus VAT.

PROPOSAL: The Parish Council cover the expenditure required at the BHLAC.

PROPOSED: Miss P Lawrence

SECONDED: Mrs K Talbot

The Parish Council RESOLVED with one abstention to approve the expenditure.

It was noted that the BHLAC had lost income through the floods and the question of Business Disruption insurance was raised.

Donation to the Lights Brigade

As requested by the Parish Council, the Finance Committee had considered the request for a donation by the Lights Brigade and a sum of £600 had been proposed.

PROPOSAL: The Parish Council make a grant donation of £600 to the Lights Brigade.

PROPOSED: Mr P Doble

SECONDED: Mrs K Talbot

The Parish Council RESOLVED to unanimously approve the grant.

6.3 To agree the precept for 2024/25

Miss Lawrence advised that the Finance Committee were recommending that the precept remain at 97.31, this would provide a small increase to cover some of the increases in the running costs of the Parish Council due to there being more properties.

PROPOSAL: The Parish Council accept the Finance Committee's recommendation of 97.31 for the precept.

PROPOSED: Miss P Lawrence

SECONDED: Mrs K Talbot

The Parish Council RESOLVED to unanimously approve the precept amount.

6.4 To receive an update on the proposed budgets

As previously reported, work was ongoing to input all the accounts into Scribe and the Finance Committee would undertake a full budget review and consider ongoing projects and potential projects at its February meeting and report back to the Parish Council.

6.5 To receive an update on the application for bank cards

The Clerk advised this was still ongoing.

6.6 To agree the charges for MDDC carrying out grass cutting for 2024-2025 - £1263.62 ex VAT

PROPOSAL: The Parish Council accept MDDC's charges for grass cutting for 2024-2025

PROPOSED: Miss P Lawrence

SECONDED: Mr S Ward

The Parish Council RESOLVED to unanimously approve the NALC pay award for Mrs Evans.

6.7 To agree any adjustments in remuneration to the Clerk's wages in relation to the NALC Government Services Pay Agreement

The Clerk advised that the changes in hourly rates would be relevant to Mrs Evans and recommended that the increase be implemented with effect from 1 April 2023 as detailed in the NALC's correspondence.

PROPOSAL: The Parish Council accept NALC's recommendation and implement the changes with effect from 1 April 2023.

PROPOSED: Miss P Lawrence

SECONDED: Mrs K Talbot

The Parish Council RESOLVED to unanimously approve the NALC pay award for Mrs Evans.

6.8 To consider a grant request from Citizens Advice Bureau and Upper Culm Twinning Association

PROPOSAL: The Parish Council provide a grant of £300 to the Citizens Advice Bureau given the support they have given to residents (previous year £500 had been given – double the normal amount)

PROPOSED: Miss P Lawrence

SECONDED: Mr L Povah

The Parish Council RESOLVED to unanimously approve a grant of £300 to the Citizens Advice Bureau.

PROPOSAL: Following the information given in the Public Forum, the Parish Council provide a grant of £2000 to the Upper Culm Twinning Association

PROPOSED: Mr P Doble

SECONDED: Miss L Lawrence

The Parish Council RESOLVED to unanimously approve a grant of £2000 to the Upper Culm Twinning Association

The Clerk would prepare letters for the Chairman to sign and payment would be made in January 2024.

6.9 Visit to Hinckley Point

This item should have been under Item 8.

7. Planning

7.1 To consider the following applications:-

The Parish Council had received information on each planning application from Mr Povah.

23/01663/FULL

Proposal: Change of use of agricultural land to secure dog walking area

Location: Land at NGR 314128 113478 (Culmbridge Farm) Culmbridge Road

Site Vicinity Grid Ref: 314082 / 113596

Parish: Hemyock 26

The Parish Council believed this would be an asset to the village.

PROPOSAL: The Parish Council is content with this application

PROPOSED: Miss P Lawrence

SECONDED: Mr S Ward

The Parish Council RESOLVED that it would accept the proposal with one abstention.

23/01673/FULL

Proposal: Erection of a roof over silage clamp

Location: Land at NGR 312725 113570 (Westhayes Farm) Hemyock Devon

Site Vicinity Grid Ref: 312762 / 113575

Parish: Hemyock 26

The Parish Council considered the application was in line with Government policy.

PROPOSAL: The Parish Council is content with this application

PROPOSED: Miss P Lawrence

SECONDED: Mr S Ward

The Parish Council RESOLVED that it would unanimously accept the proposal.

23/01021/HOUSE

Proposal: Erection of single storey rear and side extension

Location: Canters Culm Davy Hemyock Cullompton

Grid Ref: 312332 : 115059

Parish: Hemyock 26

It was noted that the change of description and revised drawings did not include the proposals relating the garage which MDCC had considered for refusal. The garage had been the Parish Council's concern.

PROPOSAL: The Parish Council is content with this revised application

PROPOSED: Mr K Andrews

SECONDED: Mr P Doble

The Parish Council RESOLVED that it would unanimously accept the proposal.

23/01820/FULL

Proposal: Change of use and conversion of a redundant agricultural barn to dwelling and associated access, parking, landscaping and garden areas

Location: Land and Building at NGR 313373 114248 (South of Park Cross) Withy Lane Hemyock

Site Vicinity Grid Ref: 313373 / 114248

Parish: Hemyock 26

The Parish Council considered that it was an elaborate conversion of a farmyard and barns forming a very big house and garage with buildings that were not in keeping with the surrounds or of architectural merit. Concern was also expressed over the lack of information on the package treatment plant.

PROPOSAL: The Parish Council is content with this application but would request further information on the package treatment plant.

PROPOSED: Miss P Lawrence

SECONDED: Mr K Andrews

The Parish Council RESOLVED that it would unanimously accept the proposal.

7.2 **To receive** the following decision notices/appeal decisions:-

The Parish Council noted the following decisions:

23/01420/HOUSE - APPROVED

Proposal: Variation of condition 2 of planning permission 21/01282/HOUSE (Erection of a two storey extension following demolition of existing extension) to allow substitute plans relating to rebuild of original walls and minor alterations

Location: Pikes Cottage Hemyock Cullompton Devon

23/01461/CLP - APPROVED

First Schedule

Construction of a multi-functional small wheeled sport facility, link path, litter bins and bench seating as per the following plans received by the Local Planning Authority on 20/09/2023:

- Proposed Site Plan (Numbered 002 and dated July 2023)
- Dimension Plan (Numbered 003 and dated July 2023)
- 3D Visual (Maverick Industries, Concept Two)
- Cubic Plan (Maverick Industries, Concept Two)

<p>Second Schedule Longmead Recreation Ground, Longmead, Hemyock. Land edged red on Site Location Plan Numbered 001 and dated July 2023. Received by the Local Planning Authority on 20/09/2023.</p> <p>23/01048/FULL - APPROVED Proposal: Erection of a replacement dwelling Location: Land and Buildings at NGR 312879 112218 (Fairwater Barn) Hemyock Devon</p> <p>23/01457/FULL - APPROVED Proposal: Erection of a general purpose agricultural building Location: Land at NGR 314594 110724 Madford Hemyock Cullompton</p> <p>7.3 To receive information regarding enforcement issues:- The Clerk advised no further information had been received from Enforcement.</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><u>8 Clerk Update/Correspondence received</u> The Clerk raised the following items:</p> <p>8.1 Station Road Pavement The solicitors were continuing to work on the project.</p> <p>8.2 Christmas Lights competition The competition would be judged the week before Christmas. It was noted that one household could not win the competition two years running.</p> <p>8.3 Energy Outreach Project In the absence of Mrs Matthews, there was no update.</p> <p>8.4 Funding and Support Opportunities for Mid Devon Businesses In the absence of Mrs Matthews, there was no update.</p> <p>8.5 CPRE and Devon Communities Together membership CPRE membership had been set up online with a Direct Debit. DCT required a form to be printed and the Direct Debit signed by signatories.</p> <p>8.6 Open Space Open Space were requesting donations for a fighting fund. The Parish Council noted their membership was sufficient support.</p>	Clerk
<p><u>9 Hemyock Community Larder</u> Mr Doble advised that it was hoped the community larder was awaiting installation of a fridge and freezer and would be up and running before Christmas.</p>	All
<p><u>10 Community land</u> In the absence of Mrs Matthews, the Clerk reported that discussion was ongoing to set up a date for the working group to meet and for the Parish Council to meet Cavanna in January.</p>	CM/Clerk
<p><u>11 Longmead</u></p> <p>11.1 To receive an update on the purchase of a flood gate Mr Doble advised that the seal that had been fitted, at no cost to the Parish Council, had allowed some water to ingress. Discussion had taken place on whether the door should be shut off and access achieved through the other side of the building. The situation would be monitored and quotes had been requested for a flood gate.</p>	PD/LP/ Clerk

<p>11.2 To receive an update on emergency drainage works Mr Povah advised that the work was dependent on the weather. He would report back to the next meeting.</p> <p>11.3 To consider costs of cutting Longmead given the increase in prices and area being cut The Clerk had contacted the contractor and, as a result of increased costs and the area being cut, a recommendation of a 10% rise was put forward to the Parish Council.</p> <p>PROPOSAL: The Parish Council offer a 10% increase to the contractor PROPOSED: Mr P Doble SECONDED: Miss P Lawrence The Parish Council RESOLVED that it would unanimously accept the proposal.</p> <p>Mr Doble advised the white paint liner was charging indoors.</p>	
<p>12 <u>Garages Youth Project</u> In the absence of Mrs Matthews, no report was given.</p>	CM
<p>13 <u>War Memorial</u> Mr Povah advised that work was ongoing and he was in contact with the Conservation Officer. The proposed work would not affect the listed part of the memorial, the land surrounding the structure was not listed; the listing referred to the church wall.</p>	LP
<p>14 <u>Cemetery</u> In Mr Clist's absence, Miss Lawrence reported on the cemetery site visit.</p> <p>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</p> <p>The following actions were recommended given that the tree roots would limit the number of new graves possible in the existing area: a) extend the cemetery into the field behind which is Parish Council land This would require a new fence to be put up to along the side of the cemetery to the back hedge. It was proposed that a gate should be included in the fence b) in preparation, the field hedge be cut and the grass topped. This would allow the grass to be mowed on a regular basis to turn the field into an extension of the cemetery</p> <p>It was hoped that access could be achieved through the CLT land in due course.</p> <p>PROPOSAL: The Parish Council commission the cutting of the hedge, the topping of the field and seek to obtain three fencing quotes to present to the February meeting PROPOSED: Miss P Lawrence SECONDED: Mr P Doble The Parish Council RESOLVED that it would unanimously accept the proposal.</p> <p>The Clerk would contact the owner of the current access to the field behind the cemetery and contact local contractors.</p> <p>The second stage of the work would include: a) repairing the Bier Shed b) moving the spoil tip c) extending the central path into the new area</p> <p>A meeting with Richard Pring was being set up to discuss item c) above.</p> <p>Notices regarding the work to the cemetery would be posted on the website, included in the Pump and a notice would also be put in the cemetery itself.</p>	CS/Clerk

<p>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 to bring to the February meeting with the new charges becoming effective 1 April 2024.</p> <p>Miss Lawrence and the Clerk had spent some time in the cemetery with the record books and believed inputting the information into the Scribe cemetery package would be highly beneficial.</p> <p>Inputting the data from the record books would be very time-consuming but Scribe were able to input the records from a spreadsheet which would be preferable. The Clerk would contact Scribe for details of the spreadsheet they would require.</p> <p>PROPOSAL: The Parish Council put all cemetery records (120 years) into a spreadsheet. It was hoped volunteers could be found. PROPOSED: Miss P Lawrence SECONDED: Mr P Doble The Parish Council RESOLVED that it would unanimously accept the proposal.</p>	
<p>15 <u>Blackdown Healthy Living & Activities Centre</u> 15.1 Tree works Miss Lawrence advised that the Finance Committee had agreed that the work to make the trees alongside the BHLAC safe should be carried out as soon as possible given the potential risk to the building and residents. A reasonable quote had been received and it was hoped the work would be completed early in the New Year.</p> <p>15.2 The shed The Community shed at the end of the garages had been awash with water following the recent heavy rains.</p> <p>Remedial work was required, and the owner would be contacted and works put in place. It was felt a batten on the floor alongside the wall would direct water out of the building.</p>	PL
<p>16. <u>County Council Report</u> The Parish Council noted Councillor Radford's report.</p>	
<p>17. <u>District Council Report</u> The Parish Council noted Councillor Clist's report.</p>	SC
<p>18. <u>Highways</u> 18.1 Meeting with Neighbourhood Highways Officer Members of the Parish Council and the Clerk had met with the Neighbourhood Highways Officer and discussed the various concerns and information received had been circulated to councillors.</p> <p>Mr Povah wished to challenge the assumption that the repair of drains and ditches alongside the road were the responsibility of the riparian owner. Drains were both the responsibility of DCC Highways and South West Water.</p> <p>The Clerk was asked to write to DCC Highways. It was hoped to be able to download the map of the drains in the village.</p> <p>18.2 Road Warden Scheme The Parish Council was looking into the Road Warden Scheme and information would be sent to Mrs Talbot.</p>	Clerk
<p>19. <u>Footpaths</u> 19.1 Overgrowth on pavements/ivy on walls at the entrance to Longmead Mr Pike had offered to assist. Clerk to contact the owners of the area.</p> <p>19.2 Overgrowth on hedges at Station Road The Neighbourhood Highways Officer had delivered letters to the houses in question. Clerk to follow up.</p>	Clerk

<p>Mr Pike offered to cut down brambles that were protruding into the road.</p> <p>It was noted that the DCC Footpath Officer had moved to South Hams and the Parish Council was awaiting notification of the new officer.</p> <p>Mr Povah advised that he would start to walk all the paths in the parish and a call for volunteers to assist would be put on social media. The survey would be completed in February and an application submitted for the annual grant.</p>	
<p>20. <u>Commons Management Group CMG</u> In the absence of Mr Moon, no report was given.</p>	NM/Clerk
<p>21. <u>Village Maintenance</u> 21.1 Repairs to the footbridge Work was ongoing and dependent on the weather.</p>	Clerk
<p>22. <u>Blackdown Hills Parish Network</u> Miss Lawrence advised that she had attended the Annual General Meeting and would circulate the paperwork to councillors.</p>	CM
<p>23. <u>PR/Social Media/Website</u> Mrs Talbot advised that the various notices referred to in the minutes would be posted on social media.</p>	
<p>24. <u>Items raised by chairman (not for decision)</u> Mr Doble asked that the Clerk provide planning information to the Pump after each meeting.</p> <p>He thanked all councillors for their hard work and in particular Miss Lawrence, Mrs Talbot and the Clerk and wished everyone a Merry Christmas</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"> - potholes - the sign at Culmbridge Road had been damaged - the weir at St Margaret's Brook – stones swept away - Christmas light displays outside the village (the Clerk had not received any notifications) - heating system at Longmead (appeared to be on even in the summer) - footpath by 61Castle Park – the tree roots were a trip hazard 	Clerk
<p>26. <u>Date of next Council Meeting</u> Wednesday 7 February 2024 at 7.30pm, Blackdown Healthy Living & Activity Centre, Riverside, Hemyock</p> <p>A meeting would be held in January if planning applications had been received.</p>	

Signed _____ Date _____
Chairman