

Hemyock Parish Council
Full Meeting

held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 7 February 2024

Subject	Action
<p>1 <u>Present</u> Mr P Doble (Chair), Parish & District Councillor Mr S Clist, Miss P Lawrence, Mrs C Matthews, Mr N Moon, Mr L Povah, K Talbot and Mr S Ward together with Mrs S McGeever (temporary Clerk) and members of the public.</p> <p><u>Apologies</u> Mr S Summers together with Councillor R Radford (DCC).</p> <p>Mr Doble opened the meeting at 7.30pm and there was then a minute's silence in honour of an ex-councillor who had passed away.</p> <p>Mr Doble advised that Mr Andrews had resigned from the Parish Council. A Notice of Vacancy had been posted and there had been no call for an election within the designated period. Two candidates had put themselves forward for co-option to fill the vacancy.</p> <p>Each candidate gave a short presentation and then the Parish Council conducted a paper ballot. Mr Andrew Doble was duly co-opted to the Parish Council and the Declaration of Acceptance signed.</p>	
<p>2 <u>Declarations of Interest/Dispensations</u></p> <ul style="list-style-type: none"> • Agenda Item 6 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. Mr Doble advised that he would not participate in the planning application adjacent to his property. • Agenda item 11 Longmead - Mr Doble and Mr Ward may have a personal interest as both are members of Longmead Management Committee 	
<p>3 <u>Public Participation</u> Lucy Jefferson (Connecting the Culm) gave a presentation on the proposed floodworks at Shuttleton and Lickham Commons which would seek to slow flood water down utilising cross tracking and old channels. If the Parish Council were content with the proposal then an agreement would be drawn up. The project would be paid for and managed by Connecting the Culm. The Parish Council would then maintain the works for 5 years at the standard payment rate. (See Item 5 of the agenda for the decision taken.)</p> <p>Connecting the Culm were also content to use part of their flood resilience budget to provide web cameras at Byes, Culmridge, Whitehall and the Footbridge to alert residents to the depth of water through an app. Given the various locations, the Parish Council undertook to carry out a consultation via the Parish Pump, Website and Social Media. New height gauges would also be provided. Anyone interested in the pilot warning scheme should email the Clerk in the first instance. (The web cameras would be included on the March agenda.)</p> <p>Connecting the Culm might also have funds to assist with the repairs to the Footbridge.</p> <p>It was noted that the Parish Council's Emergency Plan required updating and Councillor Clist advised that MDDC had an officer working with parishes to develop flood resilience.</p> <p>Members of the public present raised the following topics:</p> <ul style="list-style-type: none"> - Road Closure signs where no work appears to be taking place 	<p>PL/LJ/SC/ KT and Clerk</p> <p style="text-align: right;">Page 51</p>

4 To approve the minutes of the previous meeting

PROPOSAL: The council minutes of 3 January 2023 are approved as a true record of the meeting.

PROPOSED: Mr S Ward

SECONDED: Mr S Clist

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.

5. To consider any matters arising from the minutes not on the agenda**5.1 Connecting the Culm proposal**

PROPOSAL: The Parish Council approve Connecting the Culm's proposal for works to be undertaken to slow down flood water at Shuttleton and Lickham Commons.

PROPOSED: Mr N Moon

SECONDED: Mr P Doble

It was RESOLVED to approve the proposal as outlined by Connecting the Culm.

5.2 Update on the purple peril

Mr Doble advised that the purple peril was being moved to Longmead.

6 Finance**6.1 To agree income and expenditure and bank reconciliations (Attachment B)**

The expenditure is given in the attachment to the agenda but at the time of publication not all figures have been received.

Clerk/
Finance
Committee

Bank Reconciliations

Bank account	Closing balance 31/12/23	Monies in	Monies out	Closing balance 31/12/2023
Unity Trust Bank current 298	6,073.83	10000.00	11740.12	4333.71
Unity Trust Bank deposit	128,841.00	886.35	10,000.00	119,727.35
Unity Trust Bank GF	727.72	5.04		732.76
Unity Trust Bank P3	1,260.22	8.74		1,268.96
Bank account	Closing balance 31/12/23	Monies in	Monies out	Closing balance 31/01/2024
Unity Trust Bank current 298	4333.71	15100.00	10974.44	8459.27
Unity Trust Bank deposit	119,727.35	320.00	15000.00	105047.35
Unity Trust Bank GF	732.76			
Unity Trust Bank P3	1,268.96			

Note: Two transfers were made from the deposit account to the current account

Other Bank accounts

HSBC 2116	£317.72	22/12/23
HSBC 2132	£95981.14	22/12/23
HSBC 0275	£0.00	22/6/23
Nationwide	£5003.92	21/7/23
Nationwide	£80132.60	21/7/23
Skipton	TBA	

Income

HSBC 2132

Interest December £152.80

Interest November £157.63

FINANCE SCHEDULE

INCOME

27-DEC-23 20.00 Exe Valley Pizza Co (rent)

31-DEC-23 866.35 Interest

11-JAN-24 300.00 DCC for library

11-JAN-24 100.00 Cemetery

27-JAN-24 20.00 Exe Valley Pizza Co (rent)

EXPENDITURE – Invoices received January 2023/24

Mr Povah approved the J Stevens invoices as referred to in the January minutes and these were actioned.

A direct debit was set up for the Information Commissioner’s Office.

No	Amount	Payee	Reason
1.	70.00	Bridget’s Flower Shop	Flowers ordered as gifts - PAID
2.	6.49	P Lawrence	Pack of clear file pockets - PAID
3.	300.00	CAB	Agreed donation from the PC - PAID
4.	12.34	Carly Press	Clay Pigeon shooting signs for Turbury - PAID
5.	300.00	Hemyock Library	Grand paid by DCC (see income) - PAID
6.	6954.00	Ashculme Ltd	Trees and fencing at BHLAC
7.	2000.00	Hemyock Twinning	Agreed donation from the PC
8.	135.89	Spot on Supplied	Cleaning supplies for public convenience
9.	157.50	E Ingledew	Cleaning public convenience
10.	293.75	I Pike	Village and cemetery maintenance
11.	128.80	HMRC	PAYE
12.	552.75	D Evans	Parish Clerk wages
13.	515.56	S McGeever	Temporary Clerk’s wages
14.	12.00	GiffGaff x 2	PC phone paid by S McGeever – to be reimbursed
15.	15.99	Googlespace	Googlespace annual fee paid by S McGeever – to be reimbursed
16.	36.00	S McGeever	Travel expenses – December/January
17.	74.41	S McGeever	Ink toner and paper paid by S McGeever – to be reimbursed
18.	32.00	BHLAC	December/January meetings
19.	1500.00	BHLAC	Grant for community larder
20.	75.00	P Slater	Longmead environmental area finance
21.	45.00	Open Spaces	Membership fee

Other payments

15 DEC EDF Energy £24.36

21 DEC CPRE £60.00

17 JAN EDF Energy £26.84

PROPOSAL: To make the payments as presented by the Parish Clerk prior to the meeting and the re-imburement of £381.10 to Mr Pike for the purchase of wood for the footbridge.

PROPOSED: Miss P Lawrence

SECONDED: Mrs K Talbot

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

With regard to the reimbursement for the purchase of wood for the footbridge, Mr Povah advised that Brookridge had been commissioned to produce wood for the footbridge (40 lengths) at a total cost of £1500.00.

Miss Lawrence and the Clerk would investigate whether an invoice had been received and paid.

6.2 **To receive** an update from the Finance Committee Chairman on the inputting of data into Scribe and proposed next meeting

The next Finance Committee would take place on 28 February and Mr Summers was inputting the data into Scribe for that meeting.

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

The Parish Clerk had the paperwork ready for signature.

PROPOSAL: To provide bank cards to Miss Lawrence and the Clerk.

PROPOSED: Miss P Lawrence

SECONDED: Mrs K Talbot

It was unanimously RESOLVED that the card application forms would be completed.

6.4 **Membership** of Open Spaces

Membership for Open Spaces was being renewed.

6.5 **Thank you** from the CAB for the donation

The Parish Council noted the thank you from the CAB.

6.6 **Direct Debit/Renewal Confirmation** for ICO

The Parish Council noted the setting up of the direct debit.

6.7 **Confirmation of precept paperwork**

The Clerk advised that the precept paperwork had been sent to MDDC and a receipt obtained.

6.8 **To consider** assistance with CILCA training for the Clerk (£315)

PROPOSAL: To support the Clerk in her CILCA training and make payment for an additional year's to complete the qualification.

PROPOSED: Mr P Doble

SECONDED: Mrs K Talbot

It was unanimously RESOLVED that the fee of £315.00 would be paid.

6. Planning

6.1 **To consider** the following applications:-

The Parish Council had received information on each planning application from Mr Povah. Councillor Clist did not participate or vote in the planning section of the meeting.

24/00082/HOUSE

Proposal: Erection of replacement garage

Location: Canters Culm Davy Hemyock

Site Vicinity Grid Ref: 312332 / 115059 Parish:

Hemyock 26

The Parish Council noted that this application reflected the garage that had been removed from the previous application for Canters to allow the application to be approved.

The Parish Council considered that the garage was too big and not in keeping with the existing building. Concern was expressed that it did not 'protect the natural landscape and heritage asset.

The Parish Council RESOLVED that they were not content with the application and the Clerk would write a response in line with the concerns expressed.

Proposer: Miss P Lawrence

Seconder: Mr P Doble

Decision: unanimous

23/01880/FULL

Proposal: Erection of a multipurpose agricultural building

Location: Shuttleton Farm Castle Hill Hemyock

Site Vicinity Grid Ref: 312997 / 111553

Parish: Hemyock 26

The Parish Council RESOLVED that they were content with the application and the Clerk would write a response.

Proposer: Mr N Moon

Seconder: Mrs C Matthews

Decision: approved with one abstention

23/00511/FULL

Proposal: Erection of 5 affordable dwellings following demolition of existing garages with associated parking, landscaping and works

Location: Land and Garages at NGR 313963 113447 Eastlands Hemyock Devon

Grid Ref: 313961 : 113446

Parish: Hemyock 26

The Parish Council were concerned that none of the comments raised in their response to the original application appeared to have been addressed and for this reason and the lack of additional parking spaces they were not content with the Revised Drawings and Revised Information.

The Parish Council RESOLVED that they were not content with the application and the Clerk would write a response in line with the concerns expressed at the meeting.

Proposer: Mr P Doble

Seconder: Mrs K Talbot

Decision: unanimous

24/00003/FULL

Proposal: Conversion of barn to dwelling and erection of carport/store

Location: Land and Buildings at NGR 311821 115118 (Cracklehayes Barn) Coombshead Farm Hemyock

Site Vicinity Grid Ref: 311843 / 115067

Parish: Hemyock 26

The Parish Council generally supported the conversion of redundant barns to dwellings.

The Parish Council RESOLVED that they were content with the application and the Clerk would write a response.

Proposer: Mr N Moon

Seconder: Mr A Doble

Decision: unanimous

24/00112/FULL

Proposal: Erection of agricultural building
Location: Land at NGR 313115 112060 Higher Rodleigh Hemyock
Site Vicinity Grid Ref: 313096 / 112069
Parish: Hemyock 26

The Parish Council felt that the application provided insufficient evidence under Policy DM20 a) necessary to support farming activity to consider the application.

The Parish Council RESOLVED that they were not content with the application and the Clerk would write a response under Policy DM20 and request further information on need.

Proposer: Mr N Moon

Seconder: Mr S Ward

Decision: unanimous

24/00161/TPO

Proposal: Application to fell 1 Oak tree protected by Tree Preservation Order 16/00004/TPO
Location: 15 Lower Greenfield Hemyock Cullompton
Site Vicinity Grid Ref: 313201 / 113302
Parish: Hemyock 26

The Parish Council felt that without sight of the tree surgeons report, there was insufficient information to consider the application and would be more in favour of remedial action being taken.

The Parish Council RESOLVED that they were not content with the application and the Clerk would write a response requesting sight of the tree surgeon's report and the preference for remedial action.

Proposer: Mr N Moon

Seconder: Mr S Ward

Decision: unanimous

Given the broadband issues experienced by some councillors, the Clerk would endeavour to provide more information prior to the meeting and the suggestion of projecting applications onto a wall at meetings would be considered.

6.2 To receive the following decision notices/appeal decisions:-**23/01820/FULL – 24 January 2024 – APPROVED**

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 Devon
Site Vicinity Grid Ref: 313373/11424

6.3 To receive information regarding enforcement issues:-**ENF/23/00164/COU – 13 July 2023**

Re: Conversion of barn to dwelling
Shuttleton Castle Hill Hemyock

ENF/23/00214/BRE – 30 August 2023

Re: Home office used as living accommodation
Ploversfield Culmstock Road Hemyock

No further information had been received.

<p><u>8. Clerk Update/Correspondence received</u></p> <p>8.1 Station Road Pavement Mr Povah advised that following correspondence with the Parish Council's solicitors, he had contacted the two owners where a response was still required. Concern had been expressed by one that the 6-month timescale for re-surfacing was too short and had requested a two-year window.</p> <p>In order to move the project forward, the Parish Council RESOLVED to allow a two-year window for re-surfacing. PROPOSER: Mr P Doble SECONDER: Mr S Clist DECISION: unanimous</p> <p>8.2 Christmas Lights competition The Clerk had been contacted by one prize winner.</p> <p>8.3 Energy Outreach Project Mrs C Matthews to consider the project and report back to council.</p> <p>8.4 Funding and Support Opportunities for Mid Devon Businesses Mrs C Matthews to consider the project and report back to council.</p> <p>8.5 Attendance at Blackdown Hills National Landscape Management Plan Review Workshop 28th February 2024 Miss P Lawrence would attend the workshop.</p> <p>8.6 Councillor Advocate Scheme Councillor Clist confirmed that he was receiving all information and would report back to the Parish Council as needed.</p> <p>8.6 BHPN - Is speeding a problem in your parish? Speeding was considered a problem in the parish and the Clerk would respond to the questionnaire.</p> <p>8.7 Attendance at State of the District Debate - Wednesday 20 March Mr Doble and the Clerk would attend the debate.</p> <p>8.8 To set the date for the Annual Parish Meeting It was RESOLVED that the meeting would take place on 15th May 2024 at the Village Hall if available. Invitations would be sent to all local groups. Food would be provided. A visit to Longmead could be included to view facilities.</p> <p>8.9 Review of direction restricting access at Hemyock Common (every 5 years) The Clerk advised that the review was underway.</p> <p>8.10 Christmas light payments See 8.2 above</p> <p>8.11 Petanque court Clerk to contact those interested to understand more the costs involved in restoring the court.</p>	
<p><u>9. Hemyock Community Larder</u> The Parish Council noted the letter of thanks for the grant of £1500 to support the Food Larder.</p>	
<p><u>10. Community Land</u> A meeting had been arranged with Cavanna Homes on 9 February 2024 and a further update would be given at the next meeting. Funding through the Farming and Protected Landscape Fund might be available. The Clerk was in contact with the Parish Council solicitor.</p>	<p>Page 56</p>

<p><u>11. Longmead</u> 11.1 Following the meeting on 17 January 2024, a review of the constitution and identification of the committee structure was ongoing 11.2 The quote had been received and consent given to fit the floodgate – invoice awaited. Connecting the Culm/DRIP might pay for the floodgate. 11.3 A report had been received that the CCTV cameras were out of action – remedial work was taking place.</p>	
<p><u>12. Garages Youth Project</u> 12.1 Mrs Matthews had been in discussions with the Garage committee and understand the youth group was being re-instated. Various works were required internally, and this would require a review of the lease and the terms of reference with regard to the allocation of costs.</p>	
<p><u>13. War Memorial</u> 13.1 A Notice advising of the proposed works to the War Memorial had been placed in the Mid Devon Gazette and the date included on the LBC application which had been submitted to Mid Devon District Council. The Notice would also be put on social media and the website.</p>	
<p><u>14. Cemetery</u> 14.1 update on quotes for proposed works Mr Doble undertook to speak to the hedge cutter. Works were ongoing to have three quotes for the Parish Council to consider on the other works required. 14.2 review of charges and comparison with surrounding parishes The initial work would be presented to the Finance Committee.</p>	
<p><u>15. Blackdown Healthy Living & Activities Centre</u> 15.1 Tree works and fencing The tree works to prevent further damage to the BHLAC had been undertaken and resulted in the fence collapsing. Given the fence ran between the footpath and the stream, the fence had been replaced on Health & Safety grounds. 15.2 The Parish Store Miss Lawrence was continuing to sort out the contents of the Parish Store.</p>	
<p><u>16. County Council Report</u> The Parish Council noted Councillor Radford's report.</p>	
<p><u>17. District Council Report</u> Given the time taken on other matters, Councillor Clist was asked to give his report at the next meeting. Councillor Clist left the meeting.</p>	
<p><u>18. Highways</u> 18.1 The Clerk had been in contact with the new Neighbourhood Highways Officer to set up a meeting to discuss highways issues 18.2 Clarification was required from Councillor Clist regarding his status as Road Warden.</p>	
<p><u>19. Footpaths</u> 19.1 Overgrowth on pavements/ivy on walls (Falcon Homes) Work was ongoing to resolve the issue 19.2 Overgrowth on hedges at Station Road Work was ongoing to resolve the issue</p>	
<p><u>20. Commons Management Group CMG</u> Nothing to report</p>	
<p><u>21. Village Maintenance</u> 21.1 Repairs to the footbridge Refer to earlier discussion</p>	Page 57

<p>22. Blackdown Hills Parish Network Refer to earlier discussion</p>	
<p>23. PR/Social Media/Website Nothing to report</p>	
<p>24. <u>Items raised by chairman</u> (not for decision) The Chairman raised the matter of an informal meeting to assess the working practices of the Parish Council, the setting up of a working group to review the management of all assets and discuss an action plan for future projects. Any findings would be brought to a Full Council meeting for discussion and/or adoption.</p> <p>Members of the Parish Council felt that such a meeting would be beneficial and could lead to more effective discussions at meetings etc.</p>	Clerk
<p>25. <u>Items raised by councillors</u> (not for decision) The following items were raised:</p> <ul style="list-style-type: none"> - Potential sale of DCC land for quarrying - Shutlake - Gulleys at Longmead - Additional external works at the BHLAC 	Clerk
<p>26. <u>Date of next Council Meeting</u> Wednesday 6 March 2024 at 7.30pm, Blackdown Healthy Living & Activity Centre, Riverside, Hemyock The Finance Committee will meet on 28 February 2024 at 7.30pm, Healthy Living & Activities Centre, Riverside</p>	

Signed _____ Date _____
Chairman