



Hemyock Parish Council

28 February 2024

To: All Members of Hemyock Parish Council

Dear Councillor

You are duly summoned to attend a meeting of **Hemyock Parish Council** to be held at The Healthy Living & Activities Centre, Riverside, Hemyock on **Wednesday, 6 March 2024 at 7.30pm**. The meeting is open to the press and the public.

Yours sincerely

Susan McGeever
Parish Clerk

AGENDA

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1	Apologies for absence	N/A
2	Declarations of Interest/Dispensations	
3	Public Participation (limited to 10 minutes, 2 minutes per question)	N/A
4	To approve the minutes of the meeting on 7 February 2024	3-12
5	Chairman's Announcements	N/A
6	Finance	13-14
7	Planning Application numbers for consideration: 24/00181/FULL 24/00186/ADVERT 24/00246/HOUSE 24/00218/LBC 24/00317/FULL 24/00112/FULL 24/00161/TPO	15-16
8	Asset Management Reports Longmead War memorial Cemetery Blackdown Healthy Living and Activities Centre The Parish Store The Commons Public Conveniences Car Park Village Maintenance	17-18

9	Project Reports Community Land (Cavanna) Station Road Pavement Connecting the Culm/DRIP	20
10	Community Matters Garages Youth Project Hemyock Community Larder Hemyock Event Footpaths (P3)	21
11	Highways Meeting with the Neighbourhood Highways Officer Road Warden Scheme Overgrowth on pavements/ivy on walls (Falcon Homes) Overgrowth on hedges at Station Road DCC 20mph applications (Tranche 3 – 1 March 2024) and Parish Council funded areas.	22
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The full agenda with associated reports can be found on the Parish Council website (www.hemyock.org/parishcouncil/meetings/) or a copy can be obtained from the Clerk (hemyockpc@gmail.com).

ITEM		PAGE
2	Declarations of Interest/Dispensations	3

To receive any declarations of interest relating to business to be conducted at this meeting and

To consider any dispensation requests and confirm any relevant dispensations.

- 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.
- Agenda item 11 Longmead - Mr Doble and Mr Ward may have a personal interest as both are members of Longmead Management Committee

ITEM		PAGE
4	To approve the minutes of the meeting on 7 February 2024	4-12

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

Subject	Action
<p>1 Present</p> <p>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></p> <p>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 a 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></p> <p>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>	PL/LJ/ SC/ KT and Clerk

Members of the public present raised the following topics:

- Road Closure signs where no work appears to be taking place

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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.

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

Clerk/
FC

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 reimbursement 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.

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8. Clerk Update/Correspondence received

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.

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

8.2 Christmas Lights competition

The Clerk had been contacted by one prize winner.

8.3 Energy Outreach Project

Mrs C Matthews to consider the project and report back to council.

8.4 Funding and Support Opportunities for Mid Devon Businesses

Mrs C Matthews to consider the project and report back to council.

8.5 Attendance at Blackdown Hills National Landscape Management Plan Review Workshop 28th February 2024

Miss P Lawrence would attend the workshop.

8.6 Councillor Advocate Scheme

Councillor Clist confirmed that he was receiving all information and would report back to the Parish Council as needed.

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.

8.7 Attendance at State of the District Debate - Wednesday 20 March

Mr Doble and the Clerk would attend the debate.

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.

8.9 Review of direction restricting access at Hemyock Common (every 5 years)

The Clerk advised that the review was underway.

8.10 Christmas light payments

See 8.2 above

8.11 Petanque court

Clerk to contact those interested to understand more the costs involved in restoring the court.

<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>	Page 56
<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>19. Footpaths 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>20. Commons Management Group CMG Nothing to report</p>	
<p>21. Village Maintenance 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. 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

ITEM		PAGE
6	Finance	13-14

6.1 To agree income and expenditure and bank reconciliations

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

INCOME

Income for February 2024 will be provided at the meeting and recorded in the minutes.

EXPENDITURE – Invoices received 2023/24

No	Amount	Payee	Reason
1.	1513.51	Brookridge Timber	Footbridge decking
2.	315.00	SLCC	Cilca training – agreed Feb 24
3.	18.59	Source for Business	Cemetery
4.	42.63	Source for Business	Public Conveniences
5.	120.00	E Ingledew	Cleaning public conveniences
6.	426.25	I Pike	Village and cemetery maintenance
7.	32.29	I Pike	Lock for public conveniences
8.	TBA	HMRC	PAYE (Payroll 29/2/24)
9.	223.36	D Evans	Parish Clerk wages (subject to accountant)
10.	TBA	S McGeever	Clerk's wages (Payroll 29/2/24)
11.	6.00	GiffGaff	PC phone paid by S McGeever – to be reimbursed
12.	TBA	S McGeever	Travel expenses – February
13.	TBA	S McGeever	Files/print cartridge
14.	84.00	Metcalf Allen	Repairs to CCTV cameras at Longmead
15.	400.00	Roger Beaver	Longmead maintenance
16.	40.00	The Lights Brigade	Christmas lights (1 st prize)
17.	20.00	Tracey Parkinson	Christmas lights (joint 3 rd prize)

Any additional invoices received following the publication of the agenda will be brought to the meeting.

Bank Reconciliations

February statements not available when agenda was produced – information will be brought to the meeting and included in the minutes.

Bank account	Closing balance 31/01/2024	Monies in	Monies out	Closing balance 29/02/2024
Unity Trust Bank current 298	8459.27			
Unity Trust Bank deposit	105047.35			
Unity Trust Bank GF	732.76			
Unity Trust Bank P3	1,268.96			

Note: One transfer was made from the deposit account to the current account on 25/2/2024 for the sum of £10,000.

No statements received for February 24 at the time of sending out the agenda.

Other Bank accounts

HSBC 2116	£317.72	22/01/24
HSBC 2132	£96139.29	22/01/24
HSBC 0275	£0.00	22/06/23
HSBC 2124	£0.00	06/01/24
Nationwide	£5003.92	21/7/23
Nationwide	£80132.60	21/7/23
Skipton	TBA	
The Cambridge	£81250.19	31/12/23

Income

HSBC 2132

Interest January 24 £158.15

The Cambridge

25 April to 31 December 23 £1250.19

6.2 To receive an update from the Finance Committee Chairman on the inputting of data into Scribe, budgets etc
Councillor Lawrence will provide a report from the meeting on 28 February 2024 and the Parish Council will consider any decisions requires as a result of that meeting

6.3 To receive an update on the application for bank cards
Paperwork was reviewed at the Finance Committee Meeting

6.4 Thank you from the Twinning Association
A thank you letter from the Twinning Association had circulated to the Parish Council.

6.5 Funding request from the new youth club.

ITEM		PAGE
7	Planning	15-16

7.1 To consider the following applications:-

24/00181/FULL

Proposal: Installation of a Medpoint prescription collection machine

Location: The Blackdown Practice The Surgery Station Road

Site Vicinity Grid Ref: 313687 / 113347

Parish: Hemyock 26

Deadline for comments: 29 February 2024 – extension to 8 March 2024

24/00186/ADVERT

Proposal: Advertisement Consent to display vinyl wrap to the front of the proposed Medpoint prescription collection machine with operation instructions, name and logo and White LED strip light static at the top of screen.

Location: The Blackdown Practice The Surgery Station Road

Site Vicinity Grid Ref: 313687 / 113347

Parish: Hemyock 26

Deadline for comments: 29 February 2024 – extension to 8 March 2024

24/00246/HOUSE

Proposal: Erection of rear extension

Location: 2 Redwood Close Hemyock Cullompton

Site Vicinity Grid Ref: 313781 / 113216

Parish: Hemyock 26

Deadline for comments 6 March 2024 – extension to 8 March 2024

24/00218/LBC

Proposal: Listed Building Consent for traditional sett paving around War Memorial monument

Location: War Memorial Culmstock Road Hemyock

Site Vicinity Grid Ref: 313609 / 113235

Parish: Hemyock 26

This is the Parish Council's own application.

24/00317/FULL

Proposal: Temporary siting of a chalet for a period of three years to provide accommodation for a family member

Location: Land at NGR 315120 116620 Hill Farm Hemyock

Site Vicinity Grid Ref: 315133 / 116661

Parish: Hemyock 26

Deadline for comments: 19 March 2024

Existing applications:

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

Additional information received and circulated – comments can be submitted to the Planning Officer.

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

Tree surgeons report requested – comments from MDDC’s Tree Officer circulated to the Parish Council.

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

No decision notices have been received since the last meeting.

7.3 To receive information regarding enforcement issues:-

ENF/23/00164/COU – 13 July 2023

Re: Conversion of barn to dwelling

Shuttleton Castle Hill Hemyock

Update requested.

ENF/23/00214/BRE – 30 August 2023

Re: Home office used as living accommodation

Ploversfield Culmstock Road Hemyock

Update requested.

ITEM		PAGE
8	Asset Management Reports	17-19

Recommendations from the Chair for decision:

1. A working group be set up to review all existing leases and terms of reference for the various working groups and management committees. Such working group to include members of the public who are involved in the management of the various assets.
2. Monthly asset management checks are put in place to identify any health and safety risks, maintenance issues etc.
3. The working group identifies all key holders and location of spares.

8.1 Longmead

Report from Clerk

- a. the review of the constitution, provision of the committee structure and terms of reference (see recommendation above)
- b. update on the purchase of a floodgate – ordered but not in situ (possible finance available through Connecting the Culm)
- c. a report was received the CCTV cameras were not working. Remedial action taken. Invoice under Item 6. Finance

Report from Councillor P Doble

Devon Air Ambulance have confirmed that the football posts can stay in situ.

8.2 War memorial

Report from Clerk

The planning application is on the agenda under Item 7. Planning.

A notification of planned works was published with the Mid Devon Gazette.

The Planning Notice has been received and handed to Councillor Lawrence to be mounted on site.

Brief update from Councillor Povah.

8.3 Cemetery

Report from Councillor P Doble on hedge cutting and topping

The cemetery hedges will be cut as soon as the weather permits by the Parish Council approved contractor.

Cost £50 per hour.

Report from Councillor Clist

Cemetery charges

Recommendations:

1. cemetery charges are increased by 15% with effect from 1 April 2024
2. an additional charge of £150 be levied at the time of interment to allow for the lowering of the grave after the six month time period

Decision to be taken by the Parish Council

Increasing the size of the cemetery

In accordance with the views of undertakers, the cemetery does not need extending in the immediate future.

Preferred entrance, when extended, would be through the front gates.

Report from Finance Committee

The Finance Committee meets on 28 February 2024 and will present its recommendations at the Parish Council meeting.

Report from Clerk

The mole contractor has been contacted following a report of moles at the cemetery. Quote awaited.

8.4 Blackdown Healthy Living and Activities Centre

Report from Clerk

Information has been submitted to the solicitors in respect of the AONB (now Blackdown Hills National Landscape)

Report from Councillor Lawrence

- a. grant request to be considered at the Finance Committee
- b. The area beside the newly repaired fence has always been a bit muddy and is now extremely muddy. It needs to dry out and can then be re-seeded, but will need to be fenced off and notices put up to explain why.
Decision required by the PC to ask Ian to monitor and, when appropriate, fence off, get grass seed and any other materials which will help establish new grass, probably a few posts and some netting.
- c. The entrance doors have been a problem for some time and were fixed on 27th February, cost to the PC.
- d. additional works required

8.5 The Parish Store

Report from Councillor Lawrence

- a. Valley Arts have a small amount to do with tidying their paint.
- b. The Garages have asked to store some stacking chairs, to make space for the newly re-formed Youth Club. The Lights Brigade have been asked to tidy their area asap.
Decision required by the PC to ask the Lights Brigade to tidy their area by a certain date, suggest 31st March.

8.6 The Commons

- a. Report from the Commons Management Group
A meeting will be called by the Commons Management Group to cover the following items:
 - Hemyock Common
move the clay pigeon stands back to their original location so that trees can be planted on approximately 3 acres of ground. The clay pigeon shoot could then use the existing track and not need to drive across the common. May require MDDC planning approval.
 - Shuttleton Common
Create a nature reserve with no dog walking to ensure wildlife not disturbed. Deer are currently be harassed.
 - Turbary Common
Dog walking area
- b. Review of direction restricting access at Hemyock Common (every 5 years) – two questions
 1. is the shoot still at risk from disruption by local residents?
 2. Was Hemyock Common acquired as open space under the Open Spaces Act 1906

8.7 Public Conveniences

Report from the Clerk

- a. Reports were received that the following maintenance was required:
 - Broken lock
 - Cistern not functioning
 - Blocked urinalRepairs have been undertaken by I. Pike and I Birchall (plumber)
- b. Keys
There appears to be only one key in existence.
Proposal: two additional keys are cut and key holders appointed

8.8 Car Park

Report from Councillor Povah on any maintenance works required.

8.9 Village Maintenance

Report from Clerk

a. **Footbridge**

The invoice for decking for the Footbridge is given under Item. 7 Finance. This reflects the amount of decking still held by Brookridge Timber.

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9	Project Reports	20

9.1 Community Land (Cavanna)

Report from Councillor Matthews

We met with Cavanna Homes on the 9th Feb. The following was discussed

1. The disappointing state of the fields, and concerns that all historical drainage would have been rendered inoperable due to removal of the topsoil and compaction.
2. Suggested remediation tasks for the above.
3. Infrastructure to remain (i.e. haul road aggregate) once the Developers have completed construction.
4. Whether the PC were minded to submit a planning application for any amenity works while the developer was still on site.
5. Confirmation that the land will be handed over to the PC in September 2024 and the legal agreement confirming this.

A meeting of the Community Land Committee was held on the 19th Feb. The following was discussed.

1. That the Community Land Committee be renamed the Public Open Space Committee to avoid confusion with the Community Land Trust Committee – Recommendation to PC.
2. That an independent survey of the land drainage should be commissioned (3 quotes being sought)
3. That 3 quotes for works to restore drainage on the land from Agricultural Contractors are sought.
4. That the above are presented to Cavanna Homes.
5. That no planning permission is sought by the PC until the land is transferred to the PC.
6. CONFIDENTIAL – Discussions took place re the access.

9.2 Station Road Pavement

Report from Councillor Povah

Negotiations are on going with residents of Station Road.

The solicitors have been asked to liaise with solicitors regarding Property 1.

Property 2 has requested that the Parish Council agree to finish the works within a 2 year period.

Given that until all documentation is signed and a revised planning application has been submitted to reflect the changes agreed thus far, the recommendation to the Parish Council is to agree the following:

The Parish Council will look to complete all works within a 2 year period from the date of the Decision Notice on the revised planning application.

9.3 Connecting the Culm/DRIP

- a. The Clerk is awaiting the contract for the works on the Commons
- b. Five to ten volunteers are needed for the advance warning system
- c. update on web cameras

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10	Community Matters	21

10.1 Garages Youth Project

Report from Clerk

The lease has been forwarded to Councillor Matthews

Report from Councillor Matthews

1. The Youth Club have submitted a request for funding – see agenda Item 6. Finance.
2. No other update for this meeting.

10.2 Hemyock Community Larder

Report from Councillor P Doble

The Community Larder (Save Food) project is going from strength to strength.

10.3 Hemyock Event

Report from Councillor Lawrence

10.4 Footpaths (P3)

Report from Councillor Povah

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11	Highways - traffic issues and pavements	22

Report from Clerk

11.1 Meeting with the Neighbourhood Highways Officer

Members of the Parish Council and the Clerk met with the new NHO.

The following information and actions resulted from the meeting:

- a. The Local Asset Capital Programme (LACP) shows where the grates of drains are located. Where the drains go are mapped when they are rodded.
- b. South West Water have a legal duty to show all pipes etc (swwim.southwestwater.co.uk). You need to register to use it.
- c. Councillor P Doble to write an article on the farmer's responsibility regarding preventing sediment on roads etc. Natural run off from grassland cannot be controlled but cropped fields should have 6m strip.
- d. Drain and ditch visual regarding responsibility to be uploaded to the website
- e. Parishes encouraged to share resources and knowledge
- f. Possible contact DALC regarding white diesel ruling that prevents farmers cutting hedges for parishes
- g. Road Warden Scheme – see below
- h. Highways reporting information on the website and in the Pump – report on line whenever possible.
- i. Improvements to road markings are on a rotational programme. Road markings are only considered a safety defect if the road is category A, B or C.
- j. Gulleys at Longmead (NHO to check). Will also look at Eastlands (South View is MDCC), Culmbridge Road and Shuttleton and on the road to Dunkeswell.
- k. Swirling water at the footbridge eroding the road – possibility of a haunch
- l. Road collapsing at Burrow Hill
- m. Water coming up in the road itself could be a broken pipe
- n. All developers will have a drainage plan on MDCC's portal.
- o. Road Notifications – the Parish Council can respond to these notices if they consider they will cause a problem i.e. unsuitable diversion route etc. Additional signage can be asked for to specify where the road closure is as this would assist local residents who knew the roads. The diversion has to be on a similar standard of road hence the road closures signs as you come off the main road. Can report when signage not taken away.
- p. Castle Park pavement (NHO to view)

11.2 Road Warden Scheme

Councillor A Doble has volunteered to undertake the initial training and the Chapter 8 training.

Hemyock will then be able to apply for Highways equipment and clothing together with tarmac to mend the smaller potholes that do not meet DCC's safety criteria and this would be supported by the NHO.

DCC's policy is no longer to use a sealant. NHO checking if pothole repairs can only take place on 30mph roads.

11.3 Overgrowth on pavements/ivy on walls (Falcon Homes)

Email to Falcon Homes sent.

11.4 Overgrowth on hedges at Station Road

Letters had been submitted by DCC's NHO to the households concerned.

NHO to view hedges after meeting with Parish Council.

11.5 DCC 20mph applications (Tranche 3 – 1 March 2024) and Parish Council funded areas.

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12	Police Matters - Councillor Advocate Scheme	23

12.1 Crime

ASB at the Public Conveniences

12.2 Councillor Advocate Scheme

Report from Councillor Clist

12.3 Vision Zero

Community Road Safety Grants are currently on hold but the site information on many road safety aspects.

Link here www.visionzerosouthwest.co.uk

When funding becomes available, it could cover 'pedestrian in roads' signs.

Locality budget could provide hi-viz equipment for school children.

12.4 Community Speedwatch

Update from Community Speedwatch Team

Quarterly reports on Speedwatch activity will be circulated to Parish Councillors.

The pdf file of the summary of speedwatch activity for 2023 has been circulated.

Only summaries can be produced of the data as no individual driver/vehicle data is available to publish. The summary for 2023 is for the last 28 weeks of the year due to lack of satisfactory insurance arrangements. This has now been rectified by D&C Police who have arranged insurance for Speedwatch volunteers separately from the Neighbourhood Watch umbrella.

The summary of activity shows that it is a minority of drivers who do not want to abide by the speed limits (or as it is the LAW), but they are a significant 11% of those passing on the monitoring sessions and of those exceeding the limit 13% were one and half times or more over the limit. It must also be remembered that as Speedwatch volunteers are instructed by D&C Police to follow their guidance on recording those exceeding the speed limits, which means there is a tolerance above the legal limits and so do not record every speeding driver. If this was done the numbers of those exceeding the limits would be considerably higher. Hopefully, the letters that D&C Police send to all offending drivers does have a good "education" message, but regrettably there are a number of vehicles that we have recorded exceeding the speed limit more than once in this period - 49 twice and 5 three times.

More volunteers are needed to ensure that the Speedwatch continues within the village.

More volunteers would mean more sessions, more education and hopefully safer roads for us all.

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MDDC report from Councillors Clist/Bradshaw

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DCC Report from Councillor Radford

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15	Public Relations	26

Report from Councillor Talbot on public relations and social media.
Nothing to report.

Report from Clerk
The process of updating all the information on the website to reflect the loss Mrs Evans has started.

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16	Clerk update/Correspondence received	27

To receive any relevant information on:

16.1 Information Commissioner's Office

Contact details have been updated (statutory requirement).

16.2 Christmas Lights competition

Known payments are included under Finance. Awaited:

2nd prize to St Ivel House

3rd prize to Mill House at Whitelhall

4th prize goes to 24 Eastland

16.3 BHPN – Is speeding a problem in your parish?

Response submitted.

16.4 Petanque court

Clerk awaiting a response.

16.5 The Town and Parish Charter Review

The Consultation period lasts for three months in order to accommodate all Parish Meeting cycles and so I would be grateful to receive your Council's agreement or suggested amendments to the Charter **by Wednesday 15 May 2024** at the latest.

16.6 Annual Parish Meeting

Village Hall – booking requested for 15 May 2024.

Catering – Councillor Doble has provisionally booked the burger van (£8 per burger/£4 per hot dog) - subject to Parish Council approval.

Notice in the Pump.

16.7 Devon Communities Together

Resilience Conference – 22 March 2024 – 10am to 4pm at The Kenn Centre, Kennford, Exeter

16.8 Connecting the Culm

Nature Recovery for the Culm – 14 March 2024 – Cullompton Community Centre 7-9pm

16.9 Portrait of His Majesty The King

To celebrate the new reign of His Majesty The King, the Cabinet Office announced a government funded voluntary scheme throughout the United Kingdom to allow public authorities to apply for a free, framed portrait.

Please note that the second phase of the scheme will be open from Monday 12th February for applications from Town, Parish and Councils.

16.10 CPRE Planning Workshop

Planning Workshop for Town and Parish Councils – 8 March 2024 – Hatherleigh Community Centre 10am-12.30pm

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17	Matters raised by Councillors/meetings attended (Not for decision)	28

17.1 Blackdown Hills National Landscape Management Plan Review Workshop 28th February 2024
Report from Councillor Lawrence at the meeting

17.2 Energy Outreach Project (Councillor Matthews)

17.3 Attendance at State of the District Debate – Wednesday 20 March 2024
Councillor Doble/Clerk confirmed as attending.

17.4 Update action plan (Councillor P Doble)

17.5 Update emergency plan (Councillor P Doble)

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Dates of the next meetings:

- Full Council Meeting - Wednesday, 3 April 2024
- Annual Meeting of the Parish Council - Wednesday, 1 May 2024
- Annual Parish Meeting - Wednesday, 15 May 2024