



Hemyock Parish Council

26 March 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, 3 April 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
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3	Public Participation (limited to 10 minutes, 2 minutes per question) <ul style="list-style-type: none">- Connecting the Culm- Devon Communities Together (Emergency Plan planning)	N/A
4	To approve the minutes of the meeting on 7 February 2024	4-14
5	Chairman's Announcements	N/A
6	Finance	15-16
7	Planning Application numbers for consideration: 24/00082/HOUSE 24/00418/FULL 24/00438/TPO 24/00446/FULL	17-18
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	19-20
9	Project Reports Community Land (Cavanna) Station Road Pavement Connecting the Culm/DRIP	21

10	Community Matters Garages Youth Project Hemyock Community Larder Hemyock Event Footpaths (P3)	22
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.	23
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17	Matters raised by Councillors/meetings attended (not for decision)	N/A
18	Items for the next agenda	N/A
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This agenda displayed on the noticeboards provides the topics that will be under discussion at the next Parish Council meeting.

The full agenda published on the Parish Council website includes all the reports listed on this agenda (www.hemyock.org/parishcouncil/meetings/) or a copy can be obtained from the Clerk (hemyockpc@gmail.com).

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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 8 Asset Management Reports - 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 6 March 2024	4-12

Hemyock Parish Council
Full Meeting
held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 6 March 2024

Present

Councillors P Doble (Chair) and A Doble, Parish & District Councillor S Clist, Councillors Lawrence, Matthews, Moon, Povah, Summers, Talbot and Ward together with Devon District Councillor Radford and Mrs S McGeever (Clerk) and members of the public.

In the absence of the Chairman who was delayed, Councillor Talbot welcomed those present and called for a minute's silence for Mrs Donna Evans, the Parish Clerk, who had sadly passed away in February.

Councillor Talbot returned to the meeting agenda at 7.35pm.

1. Apologies

There were no apologies.

2. Declarations of Interest/Dispensations

- Agenda Item 6 Planning – Councillor 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 – Councillors P Doble and Ward may have a personal interest as both are members of Longmead Management Committee

3. Public Participation

Members of the public raised the following points:

An environmental report had indicated that the St Margaret's Brook should be kept clear of overhanging branches. Work to cut back branches was required.

Note: It was understood that remedial work would be carried out. The date was not known but if advised would be forwarded.

Reporting potholes at Castle Farm.

Note: Reporting potholes on the DCC website went straight to the inbox of the Neighbourhood Highways Officer and was the most effective method.

Obtaining reports from the PSPO Enforcement Officer with regard to loose dogs on Longmead Playing Field.

Action: Clerk to contact MDDC

Hedges at the cemetery.

Note: It was understood that hedge-cutting would take place.

4. To approve the minutes of the meeting on 7 February 2024

PROPOSAL: The council minutes of 7 February 2024 are approved as a true record of the meeting.

PROPOSED: Councillor Lawrence

SECONDED: Councillor 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. Chairman's Announcements

The Chairman raised the following items:

a. Update action plan

The Clerk would circulate dates for an informal meeting to discuss the Parish Council's plans for the next five years. Any proposals coming out of the meeting would be brought to a Parish Council meeting for decision.

Action: Clerk

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b. Update emergency plan

Discussed under Item 17.

c. Review of leases, agreements, Terms of Reference

The Clerk would contact the Parish Councillors responsible for the various assets around the village and each would prepare a report on the lease/agreement /methodology for running and possible maintenance costs to present to the Parish Council.

Assistance could be sought from other councillors.

Action: Clerk

6. Finance

6.1 To agree income and expenditure and bank reconciliations:

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 – February 2024

Several invoices were added to the invoices received in February 2024 and the table of payments was updated as follows:

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.	180.20	HMRC	PAYE (Payroll 29/2/24)
9.	223.36	D Evans	Parish Clerk wages (subject to accountant)
10.	721.18	S McGeever	Clerk's wages (Payroll 29/2/24)
11.	6.00	GiffGaff	PC phone paid by S McGeever – to be reimbursed
12.	36.00	S McGeever	Travel expenses – February
13.	84.00	Metcalfe Allen	Repairs to CCTV cameras at Longmead
14.	400.00	Roger Beaver	Longmead maintenance
15.	40.00	The Lights Brigade	Christmas lights (1 st prize)
16.	20.00	Tracey Parkinson	Christmas lights (3 rd prize)
17.	683.00	N Page	PROW works
18.	120.00	N Williams	Moles at the cemetery

The Clerk would provide expenses for print cartridges and paper at the next meeting.

PROPOSAL: To make the payments as listed in the table above.

PROPOSED: Councillor Lawrence

SECONDED: Councillor Talbot

It was unanimously RESOLVED that these payments would be made.

Action: Clerk to set up online payments.

Bank Reconciliations

Bank account	Closing balance 31/12/23	Monies in	Monies out	Closing balance 31/01/24
Unity Trust Bank current 298	4333.71	15100.00	10874.44	8459.27
Unity Trust Bank deposit	119,727.35	320.00	10,000.00	105047.35
Unity Trust Bank GF	732.76			732.76
Unity Trust Bank P3	1,268.96			1268.96

Bank account	Closing balance 31/01/24	Monies in	Monies out	Closing balance 29/02/2024
Unity Trust Bank current 298	8459.27	15000.00	13053.56	10405.71
Unity Trust Bank deposit	105047.35	20.00	15000.00	90067.35
Unity Trust Bank GF	732.76			732.76
Unity Trust Bank P3	1268.96			1268.96

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	

6.2 To receive an update from the Finance Committee Chairman on the inputting of data into Scribe, budgets etc Councillor Lawrence advised that the Finance Committee had met on 28 February 2024 and adding the financial information to Scribe was ongoing. The following items had been put forward for consideration to the Parish Council:

a. S106 funds were available for Lower and Upper Millhayes and there was currently no urgency to spend the funds

b. The possibility of using the BHLAC as the address for bank and utility correspondence

PROPOSAL: Ask the Trustees of the BHLAC if they would be amenable to the Parish Council using the BHLAC as the address for correspondence relating to the bank, utilities and the Peter Holloway Trust

PROPOSER: Councillor Lawrence

SECONDER: Councillor Moon

DECISION: unanimous (Councillor P Doble was not present at the vote.)

Action: Clerk to write to BHLAC

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c. The application for debit cards for Councillor Lawrence and the Clerk would be actioned following the response from the BHLAC.

Councillor Lawrence advised that the Finance Committee wished to have an authorisation protocol in place.

PROPOSAL: Card payments could be actioned

i) when the payment has been approved at a Parish Council or

ii) on the authorisation of two members of the Finance Committee (not the cardholder) and/or the Chairman of the Parish Council

PROPOSER: Councillor Lawrence

SECONDER: Councillor Moon

DECISION: unanimous (Councillor P Doble was not present at the vote.)

d. Cemetery fees

At the request of Councillor Clist, the Finance Committee had considered the current (2018) cemetery fees against those of similar parishes and they were found to be some 15% lower. A new set of fees with a 15% increase rounded up were presented to the Parish Council.

PROPOSAL: The increased cemetery fees be approved with effect from 1 April 2024

PROPOSER: Councillor Lawrence

SECONDER: Councillor Clist

DECISION: unanimous (Councillor P Doble was not present at the vote.)

Action: Clerk to update all cemetery paperwork

It was noted that Hemyock still offered the option of walled graves and it was felt that this should still be an option.

Councillor Clist had also recommended an advance payment of £150 to cover the cost of the Parish Council levelling the grave. The Finance Committee would consider this at its next meeting given varying costs from £30 to £150.

e. The Finance Committee had also considered two grant requests and would propose that the Parish Council approve two grants.

PROPOSAL: A grant of £2000 be given to the BHLAC and a grant of £1000 be given to the new Youth Club and the amounts added to the payment schedule for March 2024

PROPOSER: Councillor Lawrence

SECONDER: Councillor Moon

DECISION: unanimous (Councillor P Doble was not present at the vote.)

Action: Clerk to set up online payments

f. Repairs to the front doors of the BHLAC.

These repairs had been actioned and the invoice would be sent to the Parish Council for payment.

6.2 To receive an update on the application for bank cards

See above.

6.3 Thank you from the Twinning Association

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

6.4 Funding request from the new youth club

See above

7. Planning

Councillor P Doble joined the meeting.

Councillor Clist did not take part in the planning discussion nor did he vote on any of the applications.

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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

PROPOSAL: Hemyock Parish Council RESOLVES that it was content with this application.

PROPOSER: Councillor Moon

SECONDER: Councillor A Doble

DECISION: unanimous of those voting

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

PROPOSAL: Hemyock Parish Council RESOLVES that it was content with this application provided that adequate thought was given to the possibility of light pollution from the White LED strip light static at the top of the screen. Should light pollution be considered a problem then mitigating action should be a condition of approval of the application.

PROPOSER: Councillor Matthews

SECONDER: Councillor Moon

DECISION: unanimous of those voting

24/00246/HOUSE

Proposal: Erection of rear extension

Location: 2 Redwood Close Hemyock Cullompton

Site Vicinity Grid Ref: 313781 / 113216

Parish: Hemyock 26

PROPOSAL: Hemyock Parish Council RESOLVES that it was content with this application

PROPOSER: Councillor A Doble

SECONDER: Councillor Talbot

DECISION: unanimous of those voting

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

PROPOSAL: Hemyock Parish Council RESOLVES that it was content with this application.

PROPOSER: Councillor Moon

SECONDER: Councillor Talbot

DECISION: unanimous of those voting

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

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PROPOSAL: Hemyock Parish Council RESOLVED that it was content with this application and believed there was a genuine need for the temporary siting of a chalet for the specified three-year period. The Parish Council would like to see a condition whereby should the period of time extend beyond the three-year period then a new full planning application should be submitted.

PROPOSER: Councillor Moon

SECONDER: Councillor Ward

DECISION: unanimous of those voting

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

PROPOSAL: The Clerk is requested to send an email to the MDDC Planning Officer dealing with the above application asking that a condition be placed on any approval notice that any change of use would have to be submitted as a full planning application.

PROPOSER: Councillor Lawrence

SECONDER: Councillor Talbot

DECISION: unanimous of those voting

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

PROPOSAL: The Clerk IS requested to send an email to the MDDC Tree Officer asking that should the condition of the tree be such that it required to be felled then a new tree should be planted to take its place given that the current tree was covered by a TPO.

PROPOSER: Councillor A Doble

SECONDER: Councillor Ward

DECISION: unanimous of those voting

Action: Clerk to write and submit responses

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

No decision notices had 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

No update had been received.

ENF/23/00214/BRE – 30 August 2023

Re: Home office used as living accommodation

Ploversfield Culmstock Road Hemyock

No update had been received.

8. Asset Management Reports

8.1 Longmead

The Clerk had reported as follows:

a. the review of the constitution, provision of the committee structure and terms of was ongoing.

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b. the floodgate had been ordered but was not in situ – finance might be available through Connecting the Culm

c. following a report received that the CCTV cameras were not working - remedial action taken.

Councillor P Doble advised that Devon Air Ambulance have confirmed that the football posts can stay in situ.

The Purple Peril would be moved to Longmead as soon as possible.

8.2 War memorial

The Clerk reported that:

a. The planning application had been addressed under Item 7. Planning.

b. A notification of planned works had been published with the Mid Devon Gazette.

c. The Planning Notice has been received, mounted on site by Councillor Lawrence and a photograph and completed form had been sent to MDDC Planning and confirmation received.

8.3 Cemetery

Councillor P Doble reported that the cemetery hedges in the extension area will be cut as soon as the weather permits by the Parish Council approved contractor. The field should also be topped. If necessary, livestock could graze behind flexi-net.

Cost £50 per hour.

It was noted that maintaining the cemetery hedges adjoining the Cavanna development could not be done with a tractor due to limited access.

Cemetery charges had been dealt with under Item 6. Finance

Increasing the size of the cemetery

Councillor Clist reported that in accordance with the views of undertakers, the cemetery does not need extending in the immediate future. In addition, their preferred entrance, when the cemetery was extended, would be through the front gates.

Given that the Parish Council had agreed to extend the cemetery at its December meeting, it was RESOLVED that the decision could not be reversed for six months.

Whilst noting that there may be some maintenance costs involved, the Parish Council RESOLVED to remain with its original decision to fence of the area of the field that would constitute the extended cemetery.

Action: Fencing quotes to be obtained with a gated entrance.

The Clerk reported that the mole contractor has been contacted following a report of moles at the cemetery and remedial work had been undertaken.

8.4 Blackdown Healthy Living and Activities Centre

The Clerk reported that information has been submitted to the solicitors in respect of the AONB (now Blackdown Hills National Landscape) lease and it was hoped that this would be signed in the near future.

Councillor Lawrence reported that:

a. grant request – see Item 6. Finance above

b. Following the tree works, the area beside the newly repaired fence required re-seeding when the weather allowed.

PROPOSAL: The Parish Council authorise Mr Pike to carry out the necessary works and when the weather permits

PROPOSER: Councillor Lawrence

SECONDER: Councillor P Doble

DECISION: unanimous

Action: Clerk

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8.5 The Parish Store

Councillor Lawrence advised that the Parish Store was almost cleared and the road signs would be kept easily accessible.

The Parish Council RESOLVED that Councillor Lawrence would write to the Lights Brigade asking them to tidy up their area.

Action: Councillor Lawrence

It was noted that the guttering does not address the weep of water through the back wall.

The Parish Store did not have any electricity and it was agreed that the cost of installing lighting and power points would be investigated and quotes brought to the next meeting.

Action: Councillor Lawrence/Clerk

DRIP was looking at the Garages, Longmead and the BHLAC to ascertain if grants could be allocated for flood defences.

8.6 The Commons

a. Report from the Commons Management Group

A meeting of the Commons Management Group would be held in April and proposals would be brought to the May meeting.

Action: Clerk to agree a date and circulate agenda

b. Review of direction restricting access at Hemyock Common

Councillor Moon advised that a 5 year extension had been granted, following that period the continuance of the clay pigeon shooting would be managed by the gun club and Parish Council

8.7 Public Conveniences

The report on maintenance from the Clerk detailed in the agenda was noted.

PROPOSAL: The Parish Council authorise the budget to cut two new sets of keys for the public convenience

PROPOSER: Councillor Lawrence

SECONDER: Councillor Ward

DECISION: unanimous

Action: Councillor Lawrence/Clerk

8.8 Car Park

Councillor Povah reported that there was some dispute as to who was responsible for the wall which needed repair.

Action: Clerk to identify the deeds of the car park and resultant responsibility

Councillor Povah reported that the surface was beginning to break up and would require re-surfacing and believed there was an understanding that MDDC would be responsible for the first re-surfacing works following the Parish Council taking on the asset.

Action: Clerk to contact MDDC

8.9 Village Maintenance

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

9. Project Reports

9.1 Community Land (Cavanna)

The report from Councillor Matthews as detailed in the agenda was noted and several actions were required:

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a. Name of the committee

PROPOSAL: That the Community Land Committee be renamed the Public Open Space Committee to avoid confusion with the Community Land Trust Committee

PROPOSER: Councillor Matthews

SECONDER: Councillor Moon

DECISION: unanimous

b. That an independent survey of the land drainage should be commissioned

Councillor Clist advised that he had spoken to several companies and a meeting would take place shortly to ascertain costs which could then be passed to Cavanna

Action: Councillors Clist and Matthews

c. Councillor P Doble had sent through quotes for work to plough the fields once the drainage had been undertaken.

d. The Clerk had spoken to the Parish Council's solicitors to move forward on access and to move to a formal letter from Cavanna and a Heads of Terms agreement to ensure that all restoration work was completed whether Cavanna were still on site or not. Simultaneous exchanges was the preferred option.

Action: Clerk monitor

Potential funding options were now closed until 1 April 2024.

9.2 Station Road Pavement

Councillor Povah reported that negotiations were moving forward slowly with residents of Station Road.

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

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

PROPOSAL: 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.

PROPOSER: Councillor Povah

SECONDER: Councillor P Doble

DECISION: unanimous

Action: Clerk

9.3 Connecting the Culm/DRIP

a. The Clerk was awaiting the contract for the works on the Commons to alleviate flood water

b. Five to ten volunteers were needed for the advance warning system – information in the PUMP and on social media

Action: Councillors Matthew and Talbot

c. Further information on the web cameras was awaited.

10. Community Matters

10.1 Garages Youth Project

Councillor Matthews reported that she was reviewing the lease.

The grant for the Youth Club had been agreed see Item 6. Finance.

10.2 Hemyock Community Larder

Councillor P Doble advised that the Community Larder (FoodSave) project is going from strength to strength.

10.3 Hemyock Event

Mrs Scantlebury reported that preparations for the event were well in hand with food outlets and bands booked and children's activities arranged. The event which was free to enter would take place on Saturday, 29 June and start at 11am followed by a

Big Lunch/Picnic and then the entertainment. Glastonbury would be featured in a marquee. She had received many offers of help.

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10.4 Footpaths (P3)

Councillor Povah reported that the P3 paperwork to cover the grant for 2024/25 would be submitted by 15 March 2024.

Action: Councillor Povah

11. Highways

11.1 Meeting with the Neighbourhood Highways Officer

The Parish Council noted the Clerk's report in the agenda for this meeting. There were no questions raised.

11.2 Road Warden Scheme

Councillor A Doble has volunteered to undertake the initial training and the Chapter 8 training and this required ratification by the Parish Council.

PROPOSAL: Councillor A Doble train to be a Road Warden

PROPOSER: Councillor Matthews

SECONDER: Councillor Lawrence

DECISION: unanimous

Action: Clerk to arrange training.

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

Falcon Homes had advised the overgrowth had been cut back but there was still ivy on the walls.

11.4 Overgrowth on hedges at Station Road

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

The NHO had advised the hedges were not at a level where DCC would take any further action.

Action: Clerk to monitor

It was also noted that the lamppost opposite the footbridge was overgrown.

Action: Clerk

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

The Clerk advised that information on Parish Council funded areas was awaited.

12. Police matters

12.1 Crime

ASB at the Public Conveniences was being monitored.

12.2 Councillor Advocate Scheme

Councillor Clist advised he was receiving all he reports and would bring anything specific to issues within Hemyock to the Parish Council.

12.3 Vision Zero

The Clerk reported that Vision Zero did offer grants to assist with road safety but these were currently on hold given the current financial year ended on 31 March 2024.

This might be an option for 'pedestrian in roads' signs.

Action: Clerk

12.4 Community Speedwatch

The Community Speedwatch Team would report to the Parish Council on a quarterly basis. The first report is given in the agenda for this meeting.

The key action point was the need for more volunteers. More volunteers would mean more sessions, more education and hopefully safer roads for us all.

Action: Parish Council to support a call for volunteers in the Pump.

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13. MDDC Report

Councillor Clist reported as follows:

- a. MDDC had achieved a balanced budget
- b. the National Planning Policy Framework referred to social housing for the elderly not the young generations and it was expected that 95% of applications would be approved. Renewable energy and battery storage also featured.
- c. the modular houses were ready for occupation
- d. it was not a statutory requirement to provide for Enforcement but MDDC had appointed a new Enforcement Officer
- e. comments on the DEVO deal were required

Action: Councillor Matthews would present her thoughts to the next Parish Council meeting.

14. DCC report

Councillor Radford had submitted his report and noted that the Parish Council had met with the new Neighbourhood Highways Officer.

Potholes remained a problem.

The 'red diesel' policy was raised given that it prevented rural Parish Council's from using local farmers for hedge cutting etc. Councillor Radford advised that this would require a national change.

Action: Clerk to write to DALC in the first instance

15. Public Relations

Councillor Talbot advised that she was working on the Parish Council's PUMP article and asked for any contributions.

Action: All

16. Clerk Update/Correspondence

The Clerk's report in the agenda was noted and the following actions required:

a. Final cheques for the Christmas Lights competition

b. A response to the Town and Parish Charter Review

It was agreed that Councillors A Doble/P Doble and the Clerk would arrange a Zoom meeting and report to the next Parish Council meeting.

Action: Councillors Doble/Doble and Clerk

c. Annual Parish Meeting

Councillor Matthews gave her apologies for the meeting.

PROPOSAL: The local burger van is used to provide refreshments

PROPOSER: Councillor P Doble

SECONDER: Councillor Summers

DECISION: unanimous

Action: Councillor P Doble (confirm), Councillor Talbot (Pump announcement) and Clerk (invitations to clubs)

d. Devon Communities Together

Invite DCT to the next Parish Council meeting to talk about Emergency Plans and available funding.

Action: Clerk

e. Portrait of His Majesty The King

Clerk to speak to Village Hall/BHLAC as locations to hang the portrait.

Action: Clerk

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17. Matters raised by Councillors/meetings attended

17.1 Blackdown Hills National Landscape Management Plan Review Workshop 28th February 2024

Councillor Lawrence reported that the management plan had to have a policy to further the Aims of the national landscape and not as previously have a passive regard.

A draft of the plan would be available in the summer.

17.2 Energy Outreach Project (Councillor Matthews)

Nothing to report

17.3 Attendance at State of the District Debate – Wednesday 20 March 2024

Councillor P Doble/Clerk confirmed as attending.

Other matters:

Councillor Lawrence put forward the following proposal:

PROPOSAL: A card and flower be bought to celebrate a previous Councillor's 90th birthday

PROPOSER: Councillor Lawrence

SECONDER: Councillor Moon

DECISION: unanimous

Councillor Povah raised the cars and trailers parked overnight and possibly abandoned in the Longmead car park.

Action: Councillor Povah to provide number plates to the Clerk to report to MDDC

Councillor Povah advised that the gulley by the Baptist Church was gushing water and could mean that the Shutlake was blocked again.

Action: Clerk to report to DCC

18. Items for the next agenda

As detailed in the minutes.

19. Dates of the next meetings:

- | | | |
|--------------------------------------|---|--------------------------|
| Finance Committee | - | Wednesday, 20 March 2024 |
| Full Council Meeting | - | Wednesday, 3 April 2024 |
| Annual Meeting of the Parish Council | - | Wednesday, 1 May 2024 |
| Annual Parish Meeting | - | Wednesday, 15 May 2024 |

Signed _____ Date _____
Chairman

ITEM		PAGE
6	Finance	15-16

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 March 2024 will be provided at the meeting and recorded in the minutes.

EXPENDITURE – Invoices received 2023/24

No	Amount	Payee	Reason
1.	119.50	E Ingledew	Cleaning public conveniences
2.	217.50	I Pike	Village and cemetery maintenance
3.	TBA	S McGeever	Clerk's wages (Payroll 29/2/24)
4.	6.00	GiffGaff	PC phone paid by S McGeever – to be reimbursed
5.	TBA	S McGeever	Travel expenses – March
6.	TBA	S McGeever	Files/print cartridge
7.	10.00	G Lane	Christmas lights (4 th prize - cheque)
8.	52.00	R Taylor	Strimming bike jump
9.	213.00	Woodquist	Website domain renewals/hosting
10.	426.00	Ian Burchall	Repairs at public convenience prior to fire
11.	405.12	Glasdon	Dog bin bags
12.			

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

Bank Reconciliations

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

Bank account	Closing balance 29/02/2024	Monies in	Monies out	Closing balance 31/03/2024
Unity Trust Bank current 298	10405.71			
Unity Trust Bank deposit	90067.35			
Unity Trust Bank GF	732.76			
Unity Trust Bank P3	1268.96			

The statements for March were not available at the time of the meeting.

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 20 March 2024 and the Parish Council will consider any decisions required because of that meeting.

6.3 To receive an update on the application for bank cards

Pending correspondence address decision

Decision required: Financial limit on cards £1500.00.

6.4 To receive requests for donations.

Councillor Talbot has requested that a grant for the Pump be considered.

Request from Hemyock Youth Football Club for white line marker.

6.5 To consider subscriptions

BHPN subscription £250

ITEM		PAGE
7	Planning	17-18

7.1 To consider the following applications:-

24/00082/HOUSE

Proposal: Erection of replacement garage
Location: Canters Culm Davy Hemyock Cullompton
Grid Ref: 312332 : 115059
Parish: Hemyock 26

Revised Drawings

Deadline for comments: 27 March 2024 extension to 4 April 2024

24/00418/FULL

Proposal: Erection of roof to provide covered yard
Location: Land and Building at NGR 312718 113538 Westhayes Farm Hemyock
Site Vicinity Grid Ref: 318270 / 117089
Parish: Hemyock

Deadline for comments: 3 April 2024

24/00438/TPO

Proposal: Application to fell 2 Oak trees protected by Tree Preservation Order 16/00004/TPO
Location: 8 Lower Greenfield Hemyock Cullompton
Site Vicinity Grid Ref: 313208 / 113220
Parish: Hemyock 26

Deadline for comments: 5 April 2024

24/00446/FULL

Proposal: Concreting of existing yard area
Location: Land at NGR 314465 116106 Great Simonsburrow Farm Hemyock
Site Vicinity Grid Ref: 318270 / 117089
Parish: Hemyock

Deadline for comments: 8 April 2024

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

24/00161/TPO – APPROVED WITH CONDITION TO REPLACE OAK TREE

Proposal: Application to fell 1 Oak tree protected by Tree Preservation Order 16/00004/TPO
Location: 15 Lower Greenfield Hemyock Cullompton Devon

23/01880/FULL - APPROVED

Proposal: Erection of a multipurpose agricultural building
Location: Shuttleton Farm Castle Hill Hemyock Cullompton

24/00112/FULL – APPROVED WITH CONDITIONS

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

24/00003/FULL - APPROVED

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

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

Site Vicinity Grid Ref: 311843/115067

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	19-20

Update on the setting up of a working group to assess all assets.

8.1 Longmead

Report from Clerk

- a. the review of the constitution, provision of the committee structure and terms of reference is ongoing
- b. update on the purchase of a floodgate – ordered but not in situ (possible finance available through Connecting the Culm)
- c. a meeting took place with the PSPO officer at Longmead and additional signage will be put in place. They are conducting regular visits and will issue fines if felt appropriate.
- d. Car parking, the PSPO officer was also responsible for car parks and cars. The abandoned vehicles in the car park have been noted and action can be taken.
- e. The play park has no gate and, therefore, dogs can enter the area.
Decision: Parish Council to consider a gate on the play park.
- f. Funding for the re-surfacing of the MUGA

Report from Councillor P Doble

The Purple Peril has been moved.

8.2 War memorial

Report from Clerk

A decision is awaited on the planning application.

Report from Councillor Povah.

8.3 Cemetery

Report from Councillor Clist

Report from the Clerk

- a. A review of the documents held is being undertaken. There appears to be limited information on transfers of ownership.
- b. Cutting of the hedge by Cavanna homes.

8.4 Blackdown Healthy Living and Activities Centre

Report from Clerk

The lease has been provided to Councillor Lawrence to obtain the necessary Parish Council signatures.

The BHLAC have signed the lease agreement.

Report from Councillor Lawrence

8.5 The Parish Store

Report from Councillor Lawrence

Potential for the use of battery operated lights and power unit rather than install electricity which will be costly.

8.6 The Commons

a. A meeting date is being arranged for April.

b. Decision on review of existing direction restricting access under the Countryside and Rights of Way Act 2000 at Hemyock Common, Devon. Case number 20130366783.

Natural England has considered all information and comments received on the above review and has concluded that the existing direction is no longer necessary. It will therefore be revoked. This decision is effective from 6 March 2024.

The need to establish if Hemyock Common was acquired as open space under the Open Spaces Act 1906 remains outstanding.

8.7 Public Conveniences

Report from the Clerk

a. Fire

The police and fire brigade were called to a fire in the toilets. Report awaited as to cause.

b. Keys

Update on additional keys being cut.

8.8 Car Park

Report from the Clerk

MDDC have advised that in line with the agreement at the time of purchase, the car park will be re-surfaced in the upcoming financial year.

Clarification has been sought to the ownership of the walls.

Report from Councillor Povah

8.9 Village Maintenance

Report from Clerk

Maintenance continues around the village.

ITEM		PAGE
9	Project Reports	21

9.1 Community Land (Cavanna)

Report from Councillor Matthews

- a. Response awaited from solicitors on costs and wording of S106 agreement
- b. Response awaited on date for drainage survey of fields
- c. Response awaited from Cavanna on solicitors costs and survey and drainage works

9.2 Station Road Pavement

Report from Councillor Povah

The current proposed scheme has changed in minor ways and a new planning consent needs to be obtained to include these changes thus the Parish Councils view of 2 years from the date of planning permission. The planning consent should not take long as the changes are minor. Need contracts signed by householders before putting application in.

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 (posted on Facebook)

Decision: Parish Council to decide if they wish to go ahead with the web cameras

ITEM		PAGE
10	Community Matters	22

10.1 Garages Youth Project

Report from Councillor Matthews

10.2 Hemyock Community Larder

Report from Councillor P Doble

Food larder 2.2 tons in 2 months

10.3 Hemyock Event

Parish Council to organise - Alcohol Licence for Longmead - Saturday 29 June 2024

10.4 Footpaths (P3)

Report from Councillor Povah

The paperwork has been submitted to DCC.

ITEM		PAGE
11	Highways - traffic issues and pavements	23

Report from Clerk

a. Road Warden

Councillor Doble has signed up for the online training.

b. Red diesel

NALC refer any queries about red diesel to the [government briefing here](#); following the [link at the bottom of that page for more guidance](#) it does confirm that an agricultural vehicle (which would include a tractor) can use red diesel when being used for:

- Cutting verges, hedges or trees that border public roads

There does not appear to anything specifically saying it must be the farmers' land. A question has been sent to rediesellentitlement@hmrc.gov.uk for clarification.

c. Overgrowth on pavements/hedges

d. 20mph applications/speed limits

Correspondence from residents refer to use of speed cameras and the need for a reduction of speed on Cornhill.

e. All items on the Parish Council's list are being addressed by the Neighbourhood Highways Officer.

ITEM		PAGE
12	Police Matters - Councillor Advocate Scheme	24

12.1 Crime

ASB at the Public Conveniences and other incidents with catapults etc

12.2 Councillor Advocate Scheme

Report from Councillor Clist

12.3 Vision Zero

Awaiting re-opening of grants.

ITEM		PAGE
13	MDDC Report	25

MDDC report from Councillors Clist/Bradshaw

ITEM		PAGE
14	DCC Report	26

DCC Report from Councillor Radford

ITEM		PAGE
15	Public Relations	27

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

Report from Clerk
Updating of all the information on the website is ongoing.

ITEM		PAGE
16	Clerk update/Correspondence received	28

To receive any relevant information on:

a. Christmas Lights competition

Known payments are included under Finance. Awaited:

2nd prize to St Ivel House

3rd prize to Mill House at Whitelhall

b. Petanque court

Response:

To construct a piste from scratch, around £6000 for a single lane and around £12000 for 3 lanes. The basic design for a piste is already in place so costs would be lower than this.

Trial holes need to be dug up to 300mm deep to determine what the existing construction consists of and what drainage has been installed. Then import and compact the correct material.

1. The surround boards need to be raised to keep the balls on the piste.
2. A gravel path to the piste needs to be laid.
3. Ancillaries like score boards and playing circles need to be provided.

Once a specification has been agreed and finance approved, we can invite a few local Contractors for accurate pricing.

On pricing, a 3-lane piste should cost less than £6000. Government/council grants are available for recreational purposes.

Decision: Is the Parish Council happy to allow further work to be carried out on costings with a view to providing a grant to start the project with additional funding being raised by the new pétanque club?

c. 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.

Meeting required following State of the District Debate

d. Annual Parish Meeting

Update/potential awards.

Reports from clubs etc.

e. Portrait of His Majesty The King

Actioned

f. State of the District Debate

The topics covered were:

- Emergency planning and community resilience
- Shared costs and services and precept setting
- Community housing and neighbourhood plans (including Devon-wide context)
- Planning
- Sustainability and Climate Change (including recycling)
- Town and Parish Charter and joint working between town and parishes

Finance is available to produce a neighbourhood plan and they are taken into consideration when considering planning applications.

ITEM		PAGE
19	Date of the next meeting	29

Dates of the next meetings:

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

Dates to be decided:

- Town and Parish Charter Meeting
- Action Plan Meeting
- Asset Review Working Group Meeting
- Commons Meeting (24 April 2024)