



Hemyock Parish Council

24 April 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, 1 May 2024 at 7.30pm**. The meeting is open to the press and the public.

Yours sincerely
Susan McGeever
Parish Clerk

AGENDA

ITEM		REPORT PAGE
1	To elect Chairman and receive declaration of acceptance of office	N/A
2	To elect Vice-Chairman and receive declaration of acceptance of office	N/A
3	Apologies for absence	N/A
4	Declarations of Interest/Dispensations	4
5	Public Participation (limited to 10 minutes, 2 minutes per question)	N/A
6	To approve the minutes of the meeting on 3 April 2024	5-14
7	Chairman's Announcements	N/A
8	Finance	15-16
9	Planning Application numbers for consideration: 24/00497/FULL 24/00571/CLU 24/00326/HOUSE 24/00640/CLU	17-18
10	General Power of Competence To note that GPC is not applicable to the council in 2024/25 as new Clerk is undertaking CILCA training	N/A
11	To appoint councillors to existing standing committees, review Terms of Reference and reporting arrangements, determine number and time of ordinary meetings and elect Chairman and to consider any new committees or working groups <ul style="list-style-type: none">- Finance Committee- Commons Management Group (CMG)- Policy Committee- Emergency Plan Group- Community Land	19
12	To appoint councillors as representatives <ul style="list-style-type: none">- Footpaths- Road Warden/Highways/Snow Warden- Asset management allocation:- Longmead, toilets, car park, The Garages, The Parish Store, Floodbridge, BHLAC, cemetery, war memorial, Pump, Commons.- Social media moderator and review social media policy	20

13	To review representation with external bodies and arrangements for reporting back <ul style="list-style-type: none"> - Blackdown Hills Parish Network (BHPN) - Longmead - Parish Hall - The Garages - Peter Holway/Second Poor Charity - Mary Waldron Trust - Primary School - Blackdown Healthy Living & Activity Centre 	21
14	To review and adopt: <ul style="list-style-type: none"> - Code of conduct - Standing orders - Financial regulations - Risk Assessment 	Circulated to Councillors
15	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
16	Project Reports Community Land (Cavanna) Station Road Pavement Connecting the Culm/DRIP	21
17	Community Matters Garages Youth Project Hemyock Community Larder Hemyock Event Footpaths (P3)	22
18	Highways Road Warden Scheme Public Transport	23
19	Police Matters Crime Councillor Advocate Scheme Vision Zero Community Speedwatch	24
20	MDDC Report Report from Councillor Clist	25
21	DCC Report Report from Councillor Radford	26
22	Public Relations	27
23	Clerk update/correspondence	28
24	Matters raised by Councillors/meetings attended (not for decision)	N/A
25	Items for the next agenda	N/A
26	To agree dates, times, and place of ordinary meetings of full council for the year ahead.	29

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/](http://www.hemyock.org/parishcouncil/meetings/)) or a copy can be obtained from the Clerk (hemyockpc@gmail.com).

ITEM		PAGE
4	Declarations of Interest/Dispensations	4

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 9 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 19 Asset Management Reports - Mr Doble and Mr Ward may have a personal interest as both are members of Longmead Management Committee

ITEM		PAGE
6	To approve the minutes of the meeting on 3 April 2024	5-14

Hemyock Parish Council
Full Meeting
held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 3 April 2024

Present

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

Councillor Doble opened the meeting agenda at 7.30pm.

1. Apologies

Apologies had been received from Councillors Povah and Matthews together with Councillor Radford DCC.

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 8 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:

- the Hemyock Day was progressing with a band booked and children's entertainment. There was a current balance of £1000 and business had been asked to sponsor the event but it was likely that a further £1000 would be needed. A request for a grant was made.
- there had been some Anti-Social Behaviour at Longmead. CCTV cameras had not recorded the event.
- Castle Hill pothole repairs had not been completed and the ditch was completely blocked with water running down.
- the Skate Park had been approved by MDDC Planning under permissive development. The new design and the increase in costs meant that the cost was now at £300,000 and the organisers had met with the lottery and other funders. In order to acquire funds, the group needed to know how much money the Parish Council would put into the project. The group was looking to get longevity into the project by working with the school, scouts and other local groups. The group would provide a report to the Annual Parish Meeting.
- dog walkers were unhappy that dogs had to be on the lead on Longmead playing field. They felt that dogs should be able to run off the lead. The Parish Council had set up a working group and a compromise of a fenced section at the bottom of the field away from playing areas had been proposed and the group was tasked with finding finance but nothing had been done. For health reasons, dogs were not permitted on the actual playing fields. The dog walkers felt the football pitches should be fenced off.
- the fire in the toilet building had raised concerns for adjoining buildings and it was also noted that the Village Hall had been damaged by fire. The Parish Council had been given a Crime Number and awaited notification on whether or not it was arson.

4. To approve the minutes of the meeting on 6 March 2024

PROPOSAL: The council minutes of 6 March 2024 are approved as a true record of the meeting.

PROPOSER: Councillor Talbot

SECONDER: Councillor Lawrence

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.

Page 71

5. Chairman's Announcements

The Chairman raised the following items:

- a. He thanked Andy Brooke for moving the Purple Peril from the Village Hall

- b. He thanked Councillor Talbot and the Clerk for the work they had done on the night of the fire in the toilets.

6. Finance

6.1 To agree income and expenditure and bank reconciliations:

The expenditure is given below.

EXPENDITURE – Invoices received 2023/24 (March)

No	Amount	Payee	Reason
1.	119.50	E Ingledew	Cleaning public conveniences
2.	217.50	I Pike	Village and cemetery maintenance
3.	605.18	S McGeever	Clerk's wages (Payroll 29/2/24)
4.	6.00	GiffGaff	PC phone paid by S McGeever – to be reimbursed
5.	18.00	S McGeever	Travel expenses – March
6.	82.02	S McGeever	Files/print cartridges/note books etc
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.	151.40	HMRC	PAYE
13.	2956.80	TLS Security	BHLAC doors
14.	58.35	I Pike	Reimbursement for materials due to vandalism
15.	440.00	Valley View	Longmead cutting
16.	48.00	BHLAC	Meeting rooms
17.	28.00	BHLAC	Meeting rooms
18.	709.88	DALC	Membership
19.	552.00	Fabinox	Longmead flood barrier
20.	24.95	P Lawrence	Ink cartridge

PROPOSAL: The expenditure listed above should be paid.

PROPOSER: Councillor Summers

SECONDER: Councillor Lawrence

It was RESOLVED to make the payments.

Action: Clerk to set up online payments.

Bank Reconciliations

March statements were not available when agenda was produced and the information has been added to 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	300.00	7994.22	2711.49
Unity Trust Bank deposit	90067.35	3648.58	0.00	93715.93
Unity Trust Bank GF	732.76	5.02		737.78
Unity Trust Bank P3	1268.96	8.70		1277.66

Page 72

INCOME

Mundy AC	£ 300.00 (cemetery)
Interest	£ 8.70

Interest	£ 5.02
Pring & Son	£ 600.00 (cemetery)
Pring & Son	£ 550.00 (cemetery)
Credit 096	£1800.00 (cemetery)
Exe Valley	£ 20.00
Interest	£ 678.58

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 provided a report from the meeting on 20 March 2024 advising that the Clerk had not been present due to her attendance at the State of the District Debate.

The Finance Committee had noted that most of the figures had been input into Scribe and new costs centres set up to reflect expenditure.

All administrative costs would be under one cost centre and divided into cost codes. The costs of running and maintaining assets were allocated to each individual asset and there would be an Asset Management Fund that would hold monies for emergency repairs.

Due to some cost centres going over budget, some funds would be vired to meet costs at the year end, these were:

£2k from the Garages contribution
£2k from the cemetery
£1k from insurance
£tbc from the sinking fund to Longmead
£500 to the coronation
£tbc to Clerk remuneration given the period when two clerks were employed.
The cost of drainage costs at Longmead had not been budgeted for and it was hoped Connecting the Culm would pick up the cost of the floodgate.

PROPOSAL: The Parish Council will agree in principle to vire money from one budget to the another with the exact amounts being confirmed at the next meeting.

PROPOSER: Councillor Lawrence

SECONDER: Councillor Moon

It was RESOLVED to vire funds from one cost code to another.

Action: Finance Committee

Page 73

6.3 To receive an update on the application for bank cards

The application was awaiting a decision on the correspondence address for the bank accounts.

PROPOSAL: The BHLAC be the correspondence address for the bank accounts.

PROPOSER: Councillor P Doble

SECONDER: Councillor Lawrence

It was RESOLVED to use the BHLAC as the correspondence address.

Action: Clerk

PROPOSAL: The limit on the bank cards would be £1500.00.

PROPOSER: Councillor Lawrence

SECONDER: Councillor Clist

It was RESOLVED to set a limit of £1500.00.

Action: Clerk

6.4 To receive requests for donations.

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

PROPOSAL: The Annual Grant to the Pump be raised by 50% to £600

PROPOSER: Councillor Clist

SECONDER: Councillor Summers

It was RESOLVED that the grant be raised to £600.00.

Action: Clerk

PROPOSAL: An additional grant be given to the Pump of £600.00 to cover the increased cost of paper.

PROPOSER: Councillor Talbot

SECONDER: Councillor P Doble

It was RESOLVED that a one-off additional grant of £600.00 be given.

Action: Clerk

Councillor P Doble advised that the request from Hemyock Youth Football Club for white line marker had been withdrawn. It was likely a request would be received at the start of the new season.

6.5 To consider subscriptions

It was noted that BHPN subscription was normally based on the electoral role.

Action: Clerk to bring the numbers to the next meeting so that a subscription figure could be set at 20-25p per person.

The Parish Council RESOLVED to pay its membership to the Devon Association of Local Councils.

7. Planning

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

24/00082/HOUSE

Proposal: Erection of replacement garage

Location: Canters Culm Davy Hemyock Cullompton

Grid Ref: 312332 : 115059

Parish: Hemyock 26

PROPOSAL: The Parish Council is not content with this application.

PROPOSER: Councillor Lawrence

SECONDER: Councillor A Doble

The Parish Council RESOLVED that it was not content with this application.

Canters was a relatively small cottage within a very small historic settlement with five listed sites, the version in this third application is the largest yet.

Page 74

The Levelling Up and Regeneration Act (LURA) has created a duty to seek to further the purposes of designated landscapes; this application is for a large structure on higher ground and will have a detrimental effect on the cottage, the adjacent listed buildings and surrounding area. The Parish Council would strongly object to this application on the following material planning considerations:

1. Effect on listed buildings and conservation area

Culm Davy is a small, historic settlement in the Blackdown Hills National Landscape and this application will have a detrimental impact on the surrounding listed properties and the surrounding area

2. Layout and density of the building

The building (garage) is of such a size that it dwarfs the residential property it is intended to serve. Its size and scope could be representative of a new dwelling standing at a height of 6.4m and 8m x 10m. It is totally out of proportion for its proposed use.

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

PROPOSAL: The Parish Council is content with this application.

PROPOSER: Councillor Lawrence

SECONDER: Councillor Talbot

The Parish Council RESOLVED that it was content with this application.

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

PROPOSAL: The Parish Council is not content with this application as no evidence has been provided to show that the trees must be felled rather than limbs removed. If a qualified person deems that the trees must be felled then they should be replaced.

PROPOSER: Councillor P Doble

SECONDER: Councillor Talbot

The Parish Council RESOLVED that it was not content with this application and comment as above.

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

PROPOSAL: The Parish Council is content with this application.

PROPOSER: Councillor Moon

SECONDER: Councillor Summers

The Parish Council RESOLVED that it was content with this application.

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

Page 75

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.

8. Asset Management Reports

A date for the working group to meet and review all assets was pending.

8.1 Longmead

The Clerk raised the following items:

- 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.

PROPOSAL: The Parish Council fit a gate into the play park and Mr Pike carries out the work.

PROPOSER: Councillor P Doble

SECONDER: Councillor Ward

The Parish Council RESOLVED that it would fit a gate on the play park.

f. Funding for the re-surfacing of the MUGA

No further information had been provided.

Councillor P Doble advised that the Purple Peril had been moved.

The Parish Council considered the request made in the Public Forum to allow dogs off the lead at Longmead and it was agreed that Councillor Talbot would head up a Working Group to look at the matter. The PSPO was in place to protect those using the playing fields from the health risk of dog faeces. Dogs were allowed to be walked round the field on leads and there were many exit and entry points.

Dog walkers could also attend the Longmead Committee Meeting to explain their concerns.

The original proposal had been to fence off the bottom end of Longmead to allow for an area where dogs could exercise of the lead but no proposal had come forward from the group.

Action: Councillor Talbot

Page 76

8.2 War memorial

The Clerk reported that a decision was awaited on the planning application.

8.3 Cemetery

The Clerk reported that:

- a. A review of the documents held is being undertaken and a little work was required to ensure the correct information was uploaded to an electronic system. There also appeared to be limited information on transfers of ownership.
- b. The cutting of the hedge by Cavanna homes had been raised but due to trees being planted between the cemetery hedge and the homes and some plots extended near to the hedge, there was no access to mechanically cut the hedge. The remaining hedges had been cut. It was understood that the Cavanna's Estate Management Team were responsible for that portion of the hedge as the Parish Council was not the landowner.

Action: Clerk

Councillor Clist advised that he was preparing quotes for a number of different types of fencing for the cemetery and would bring the quotes to the next meeting.

8.4 Blackdown Healthy Living and Activities Centre

The Clerk had provided the lease to Councillor Lawrence to obtain the necessary Parish Council signatures. Councillor Lawrence had been given to understand that the BHLAC had signed the lease to their solicitors and that the Parish Council was now awaiting that signed lease to add its signatures.

Action: Clerk

8.5 The Parish Store

Councillor Lawrence reported that battery operated lights appeared to be the most practical solution. Installing electricity would be costly.

The Clerk would obtain quotes for LED lighting.

Action: Clerk

8.6 The Commons

Councillor Moon advised that a meeting date had been arranged for April.

a. 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.

Action: Clerk

b. Gun Club

Councillor Moon would like to see the gun club stands moved back to their original location.

Action: Councillor Clist to make enquiries at MDDC

c. Concern had been expressed that hounds had once again gone onto Lickham Common and disturbed the wildlife. There also appeared to be an owner allowing their dog to chase deer on Shuttleton Common.

Councillor Moon felt that these areas should be designated as Nature Reserves and dogs should not be allowed on the sites. Turbary had been designated as the dog walking area and a car park had been put in as well as a path around the common.

Action: Clerk to investigate the legality of setting up a nature reserve and not allowing access to dogs.

Page 77

Parish Noticeboards at the various commons showing the area and the purpose could be beneficial.

Action: Clerk to obtain quotes.

8.7 Public Conveniences

The Clerk reported that the Parish Council were still awaiting the report as to whether or not the fire at the toilets was arson as both the police and fire brigade had been in attendance.

Action: Clerk to follow up

Until a decision had been taken on the Public Conveniences, it did not seem prudent to cut more keys.

8.8 Car Park

The Clerk reported that 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.

Action: Councillor Povah/Clerk

8.9 Village Maintenance

It was noted that dirt was gathering in the cracks of the new bridge at Longmead and this need to be cleaned out to prevent rotting.

The grating by the MUGA and the Station Road play park also needed to be cleaned out.

Action: Clerk

9. Project Reports

9.1 Community Land (Cavanna)

Councillor Matthews advised that responses were awaited:

- a. solicitors on costs and wording of S106 agreement
- b. date for drainage survey of the fields
- c. Cavanna on solicitor's costs and survey and drainage works

9.2 Station Road Pavement

Councillor Povah had provided the following report.

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 but all the contracts needed to be signed by householders before putting the 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 had not yet come forward to trial the advance warning system
- c. update on web cameras

It was noted that many members of the public had not realised that Connecting the Culm were paying for the web cameras and some residents had concerns over the web cameras.

The cameras would be there to advise residents whether or not the roads in and out of Hemyock were flooded given that it was one of the few villages that did get cut off.

It was noted that the Parish Council would be responsible for their maintenance and insurance.

PROPOSAL: The Parish Council accept Connecting the Culm's offer to supply and fit web cameras at Millhayes and Culmbridge to identify when the road is flooded

PROPOSER: Councillor Ward

SECONDER: Councillor A Dobbie

The Parish Council RESOLVED that it would fit web cameras as detailed in the proposal.

Action: Clerk

Page 78

10. Community Matters

10.1 Garages Youth Project

Nothing to report.

10.2 Hemyock Community Larder

Councillor P Doble advised that the Community Larder (FoodSave) project was going from strength to strength with 2.2 tons of food being moved.

10.3 Hemyock Event

Following the comments in the Public Forum, the Parish Council considered the request for finance.

PROPOSAL: If required the Parish Council would assist with the costs of the event to the figure of £1000.

PROPOSER: Councillor P Doble

SECONDER: Councillor P Lawrence

The Parish Council RESOLVED that it would assist with costs if required.

Action: Clerk

The Parish Council would organise the Alcohol Licence at Longmead for the event on Saturday 29 June 2024.

10.4 Footpaths (P3)

Councillor Povah had submitted the P3 paperwork.

11. Highways

The Clerk reported as follows:

- a. Road Warden

Councillor Doble has completed the online training and Chapter 8 training would be arranged.

Action: Clerk

- b. Red diesel

The Clerk had contacted the Government department responsible for red diesel as outlined in the agenda and a response was awaited.

- c. Overgrowth on pavements/hedges

The responsibility lay with the owner. The Parish Council could write letters. DCC did not feel they warranted their intervention at this point.

- d. 20mph applications/speed limits

The Parish Council noted correspondence from residents with reference to the use of speed cameras and the need for a reduction of speed on Cornhill.

Community Speedwatch were monitoring the situation and advisory letters sent by the police as appropriate and they would be working on the stretch of road from Endeavour to the telephone exchange. More volunteers were required.

The Clerk was awaiting information on self-funded 20mph zones from DCC. An extension of the 20mph zone would be welcomed by the Parish Council.

e. The Parish Clerk was working with the Neighbourhood Highways Officer to address the list of highways matters compiled by the Parish Council.

12. Police matters

12.1 Crime

ASB at the Public Conveniences was being monitored and it was understood this had now extended to the village hall. Following the fire, it was felt that a police presence would be beneficial.

Action: Clerk

Page 79

Councillor Clist would enquire as to potential MDDC grants to combat ASB.

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 when grants re-open

13. MDDC Report

Councillor P Doble asked that Councillor Clist report on matters pertaining to Hemyock.

Councillor Clist advised that he had attended the 50th Anniversary Ceremony of the founding of MDDC.

The State of the District Debate had been well attended and town and parishes were being encouraged to have both an Emergency Plan and a Neighbourhood Plan.

The first modular social housing units had been occupied.

The new Enforcement Officer was working through many cases.

Council Tax had risen by 3% which was less than many districts.

The Rural 5 programme hoped to achieve 5 affordable/social housing in each village working with Community Land Trusts.

Councillors were receiving information on the National Planning Policy Framework 2024 and this included renewable energy and biodiversity. The recent Government grants for farmers to reduce the run-off of dirty water had resulted in a large number of planning applications.

14. DCC report

The Parish Council noted Councillor Radford's report.

15. Public Relations

Councillor Talbot advised that she had publicised the Annual Parish Meeting on social media and the article had been submitted to the PUMP.

Councillor Clist felt that residents should be reminded to report ASB.

Action: All

16. Clerk Update/Correspondence

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

a. Christmas Lights competition

Known payments are included under Finance. Awaited:

2nd prize to St Ivel House

3rd prize to Mill House at Whitelhall – Councillor Lawrence advised that this prize should be donated to the Youth Club

b. Petanque court

The Parish Council were receptive to the individual concerned pursuing funding to reinstate the pétanque court.

Page 80

c. The Town and Parish Charter Review

A meeting would be set up to review the document.

Action: Councillor P Doble/A Doble and Clerk

d. Annual Parish Meeting

The work for the Annual Parish Meeting was ongoing and groups were being contacted.

Action: Councillor P Doble/Clerk

Parish Councillors were asked to pass their suggestions for awards to the Parish Clerk.

Action: All

e. Portrait of His Majesty The King

A portrait of His Majesty The King had been ordered.

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 – this would be discussed at the 'action plan' meeting.

Devon Communities Together were organising a meeting at Uffculme in June for Mid Devon District parishes to discuss emergency plans. This was thought preferentially to attending many Parish Council meetings.

17. Matters raised by Councillors/meetings attended

No matters were raised.

18. Items for the next agenda

As detailed in these minutes.

19. Dates of the next meetings:

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

Signed _____ Date _____
Chairman

ITEM		PAGE
8	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 April will be provided at the meeting and recorded in the minutes.

The first half of the precept of £43097.50 has been paid into the deposit account.

EXPENDITURE – Invoices received 2024/25

No	Amount	Payee	Reason
1.	135.00	E Ingledew	Cleaning public conveniences
2.	496.25	I Pike	Village and cemetery maintenance
3.	14.30	I Pike	Petrol
4.	39.97	I Pike	Materials to reseed BHLAC
5.	TBA	S McGeever	Clerk's wages (Payroll 29/4/24)
6.	6.00	GiffGaff	PC phone paid by S McGeever – to be reimbursed
7.	TBA	S McGeever	Travel expenses – April
8.	TBA	HMRC	PAYE (Payroll 29/4/24)
9.	64.00	MDDC	Car park rates
10.	600.00	Parish Pump	Agreed April meetings
11.	100.00	ICCM	Membership
12.	123.60	Coomber Security	Fire maintenance at Longmead
13.	120.00	TBC	Hedge cutting at cemetery
14.	1237.50	Andy Brooke	Grass cutting at Longmead
15.	20	Youth Club	Christmas Light donation

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	Monies in	Monies out	Closing balance
	31/03/2024			30/04/2024
Unity Trust Bank current 298	2711.49			
Unity Trust Bank deposit	93715.93			
Unity Trust Bank GF	737.78			
Unity Trust Bank P3	1277.66			

The statements for April 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

6.2 To receive an update from the Finance Committee Chairman on:

- Update on Annual Return (Scribe)
- Viring amounts
- Insurance
- Asset Register

6.3 To receive an update on the application for bank cards

Application prepared for signature.

6.4 To consider subscriptions

BHPN subscription £250 (2023)

For 2024

It is suggested that the number of people on the electoral role (1825) are taken with either an amount of 20p or 25p person:

@20p x 1825 = £365.00

@25p x 1825 = £456.25

ITEM		PAGE
9	Planning	17-18

7.1 To consider the following applications:-

24/00497/FULL

Proposal: Erection of cover over existing livestock yard
 Location: Land and Buildings at NGR 314387 116057 Great Simonsburrow Farm Hemyock
 Site Vicinity Grid Ref: 314448 / 116001
 Parish: Hemyock 26
 Deadline for comments: 24 April 2024 extension requested to 3 May 2024

24/00571/CLU

Proposal: Certificate of Lawfulness for the existing use of agricultural building as a dwelling for a period in excess of 4 years
 Location: Barn at NGR 315032 112754 Jewells Farm Hemyock
 Site Vicinity Grid Ref: 315040 / 112746
 Parish: Hemyock 26
 Deadline for comments 30 April 2024 – extension agreed to 3 May 2024

24/00326/HOUSE

Proposal: Erection of single storey side extension
 Location: Springside Castle Hill Hemyock
 Site Vicinity Grid Ref: 313029 / 111617
 Parish: Hemyock 26
 Deadline for comments: 13 May 2024

24/00640/CLU

Proposal: Certificate of lawfulness to establish the lawful commencement of development approved by planning permission 21/02312/MFUL Variation of condition 2 of planning permission 18/00423/MFUL - Erection of 11 dwellings with garages
 Location: Land at NGR 313832 114004 Former St Ivel Station Hemyock
 Site Vicinity Grid Ref: 313832 / 114004
 Parish: Hemyock 26
 Deadline for comments: 15 May 2024

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

24/00181/FULL – APPROVED 28/3/2024

Proposal: Installation of a Medpoint prescription collection machine
 Location: The Blackdown Practice The Surgery Station Road Hemyock
 Site Vicinity Grid Ref: 313687/113347

24/00186/ADVERT – APPROVED 28/3/2024

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 Hemyock

24/00246/HOUSE – APPROVED – 5/4/24

Proposal: Erection of rear extension

Location: 2 Redwood Close Hemyock Cullompton Devon

24/00218/LBC – APPROVED 12/4/24

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

Location: War Memorial Culmstock Road Hemyock Devon

24/00317/FULL – APPROVED 17/4/2024

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 Devon

23/01957/LBC – APPROVED 22/4/24

Proposal: Listed Building Consent for erection of garden room; internal alterations to the granary and its fenestration; repairs and alterations to barn and its eastern outshot including photovoltaic array and formation of swimming pool

Location: Whitehall Manor Whitehall Hemyock Cullompton

23/01955/HOUSE – APPROVED 22/4/24

Proposal: Erection of garden room; internal alterations to the granary and its fenestration; repairs and alterations to barn and its eastern outshot including photovoltaic array and formation of swimming pool

Location: Whitehall Manor Whitehall Hemyock Cullompton

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
11	To appoint councillors to existing standing committees, review Terms of Reference and reporting arrangements, determine number and time of ordinary meetings and elect Chairman and to consider any new committees or working groups	19

2023/24

Note: Councillor Andrews has been taken off the Finance Committee following his resignation.

Committees			Budget	Meeting frequency	Terms of Reference
Finance	Chair	PL NM SS KT		Quarterly	
Commons Management	Chair	NM PD LP	2000		
Policy		LP PL			
Emergency Plan Group		Mr Barton			
Community Land	Chair	CM SW SC NM			

Emergency Plan

A meeting is scheduled for 12 June 2024 at Magelake Pavilion, Uffculme from 7-9pm with representation from Devon Communities Together and MDDC for parishes in the area.

PSPO Working Group (decision taken in April 2024)

Councillor Talbot plays members of the public

ITEM		PAGE
12	To appoint councillors as representatives	20

2023/24

Councillor Responsibilities

Cemetery	SC
Footpaths	LP
Road Warden/Highways/Snow Warden	SC
Social Media	KT
Asset management	PL

Individual asset managers

Longmead	PD	
Toilets	LP	
Car park	LP	
The Garages	CM	
The Store	PL	
Floodbridge	LP	
BHLAC	PL	
Cemetery	SC	
War memorial	LP	
Pump	LP	
Commons	NM	Turbary Shuttleton Lickham

ITEM		PAGE
13	To appoint representation with external bodies and arrangements for reporting back	21

2023/24

Note: Councillor Andrews has been taken off the Garages following his resignation and the late Mrs Donna Evans has been taken off Longmead and the Peter Holloway/Second Poor Charity

The list in 2023 including:

- Parish Hall
- Primary School

But no representative was appointed.

Representatives (External Bodies)

Blackdown Hill Parish Network	CM
Longmead	SW
	PD
The Garages	CM
Peter Holloway/Second Poor Charity	CM
	PL
	SC
	NM
BHLAC	NM
	PD
Mary Waldron	SC

ITEM		PAGE
15	Asset Management Reports	22

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

15.1 Longmead

Report from Clerk

- a. the review of the constitution, provision of the committee structure and terms of reference is ongoing
- b. the floodgate is in situ and paid for
- c. PSPO order and local press
- d. Update on gate on the play park
- e. Funding for the re-surfacing of the MUGA

Report from Councillor Doble

15.2 War memorial

Report from Clerk

Planning permission has been received.

Report from Councillor Povah to include costings

15.3 Cemetery

Report from Councillor Clist

15.4 Blackdown Healthy Living and Activities Centre

Report from Clerk

The lease has been signed and sent to the solicitor.

The King's portrait has been received.

Report from Councillor Lawrence

15.5 The Parish Store

Report from Councillor Lawrence

Costings of battery operated lights will be presented at the meeting but range for £18-50 per unit.

15.6 The Commons

Meeting to be re-arranged.

15.7 Public Conveniences

Report from the Clerk

Update from the police awaited.

15.8 Car Park

Report from the Clerk

No update yet on clarification has been sought to the ownership of the walls.

Report from Councillor Povah

15.9 Village Maintenance

Report from Clerk

Maintenance continues around the village.

ITEM		PAGE
16	Project Reports	23

16.1 Community Land (Cavanna)

Report from Councillor Matthews

- a. The solicitor's costs have been forwarded and advice on S106 agreement
- b. Response awaited on date for drainage survey of fields
- c. Response received from Cavanna has been forwarded on solicitors costs and survey and drainage works

16.2 Station Road Pavement

Report from Councillor Povah

16.3 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 - 5 names still required
- c. The decision on cameras has been sent

ITEM		PAGE
17	Community Matters	24

17.1 Garages Youth Project

Report from Councillor Matthews

17.2 Hemyock Community Larder

Report from Councillor P Doble

Food larder 2.2 tons in 2 months

17.3 Hemyock Event

17.4 Footpaths (P3)

Report from Councillor Povah

ITEM		PAGE
18	Highways - traffic issues and pavements	25

Report from Clerk

a. Road Warden

Councillor A Doble completed the online training.

b. Red diesel

Schedule 1A to the [Hydrocarbon Oil Duties Act 1979 \(HODA\)](#) states that rebated fuel (like red diesel) can only be used when using certain vehicles and machines & appliances, as long as they are being used for a qualifying purpose.

An 'agricultural vehicle' is an excepted machine and can use red use red diesel if the vehicle meets one of the following 4 definitions and is used for a purpose defined in section 3.3 of Excise Notice 75.

It must be one of the following:

- a tractor
- a single-seat vehicle of no more than 1,000kg that is designed and constructed mainly for off-road use
- a vehicle only used for agricultural, horticultural or forestry purposes, that is licensed by the DVLA to use public roads only when passing between 2 areas of land occupied by the same person, and that distance is less than 1.5 kilometres by road
- a vehicle with permanently attached or built-in machinery used for handling or processing agricultural, horticultural, aquatic farming or forestry produce or materials — this category includes vehicles such as combine harvesters, crop sprayers, forage harvesters, pea viners, mobile seed cleaning machines and feed milling machines

Section [3.3 of Excise Notice 75](#) states that:

An agricultural vehicle defined in paragraph 3.2, can use red diesel when being used for:

- cutting verges, hedges or trees that border public roads

Please see section 3 of [Excise Notice 75](#) for more information.

ITEM		PAGE
19	Police Matters - Councillor Advocate Scheme	26

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
20	MDDC Report	27

MDDC report from Councillors Clist/Bradshaw

ITEM		PAGE
21	DCC Report	28

DCC Report from Councillor Radford

ITEM		PAGE
22	Public Relations	29

Report from Councillor Talbot on public relations and social media.

Since taking over the Social Media responsibility we have seen an increase of followers by 484 from 254. Our posts are regularly shared and often reach over 1000 people.

Our main demographic reach is 35-44 followed by 45-54 age groups. The 35-44 age group has grown by 30% and 45-54 age group has grown by 31% in the last 6 months which means that residents are now using Facebook to engage with the Council and are regularly using it to find out up to date information. Residents often use the messaging service to ask questions or to bring something to our attention. It really is encouraging to see the use of Social Media in this way and how it's growing in popularity within the Village.

As well as Facebook, the Website is also updated with the same information (thanks to Sue) to ensure that whatever method residents wish to use they can always find what they need and that the messages we put out are consistent.

The Pump magazine is another useful tool we have to give residents who do not use Social Media an insight to what is happening. Although it's not a live system it does allow us to give fuller details about a subject rather than a shorter post which can be helpful.

Report from Clerk

Updating of all the information on the website is ongoing.

ITEM		PAGE
23	Clerk update/Correspondence received	30

To receive any relevant information on:

All information has been forwarded to Parish Councillors and where appropriate included under the agenda item.

ITEM		PAGE
26	Date of the next meetings	31

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