

## **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.

## 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 <sup>th</sup> 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

## 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

### **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.

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

## **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

## **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.

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 Dobble

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

**Action:** Clerk



## **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

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 50<sup>th</sup> 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.

**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