



# Hemyock Parish Council

27 November 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, 4 December 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	<b>Apologies for absence</b>	N/A
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3	<b>Public Participation</b> (limited to 10 minutes, 2 minutes per question)	N/A
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<b>17</b>	<b>Matters raised by Councillors/meetings attended (not for decision)</b>	N/A
<b>18</b>	<b>Items for the next agenda</b>	N/A
<b>19</b>	<b>Date of the next meeting</b>	28

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](mailto:hemyockpc@gmail.com)).

ITEM		PAGE
2	<b>Declarations of Interest/Dispensations</b>	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	<b>To approve the minutes of the meeting on 6 November 2024</b>	4-12

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

**Present**

Councillors P Doble (Chair), A Doble, Povah and Ward together with Mrs S McGeever (Clerk) and members of the public.

Councillor Doble opened the meeting at 7.30pm.

**1. Apologies**

Apologies had been received from Parish & District Councillor Clist and DCC Councillor Radford together with Councillors Lawrence, Matthews, Moon, Summers and Talbot.

**2. Declarations of Interest/Dispensations**

- Agenda Item 7 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

No declarations of interest were made.

**3. Public Participation**

Members of the public raised the following points which would be addressed under the appropriate agenda item or dealt with in any other business:

- Anti-social behaviour in the village
- Planning applications on the agenda
- Longmead and the Cavanna land
- Impact from the closing of the doctor's surgeries in Churchstanton and Dunkeswell in the afternoons
- Grass cutting at Longmead
- Hemyock Day 2025
- Drains/gulleys chocked and blocked – Longmead / Station Road
- Trim trail and accesses into Longmead and to South West Water give high kerb at the car park
- Water remaining by the stream/why water is not going away
- Footballers to clear rubbish out after matches (the rubbish had included team sheets)
- Bollard/post that people keep hitting at BHLAC. It cannot be seen so there needs to be something more visible.

**4. To approve the minutes of the meeting on 2 October 2024**

**PROPOSAL:** The council minutes of 2 October 2024 are approved as a true record of the meeting.

**PROPOSER:** Councillor Povah

**SECONDER:** Councillor Ward

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.

It was noted that the Parish Council was quorate.

**5. Chairman's Announcements**

The Chairman thanked Mr A Brooke for clearing a road following a landslide.

**6. Finance**

In the absence of Councillors Lawrence and Summers, the Clerk presented the financial information.

**6.1 To agree** income and expenditure and bank reconciliations:

The bank statements were not available when the agenda was prepared and so the additional information presented at the meeting is included in the minutes.

**INCOME**

Account ending 1298	cemetery	£500.00
Account ending 1311	Interest	£0.00
Account ending 1324	pizza van	£20.00
	precept	£43097.50
	P3	£480.00
	cemetery	£575.00
	gun club	£150.00
	national grid	£54.14
Account ending 1308	Interest	£0.00

**EXPENDITURE – Invoices received 2024/25**

Invoices to pay in October:

No	Amount	Payee	Reason
1.	127.50	E Ingledew	Cleaning public conveniences
2.	417.22	I Pike	Cemetery £225 Village maintenance £180 Timber £12.22
3.	576.18	S McGeever	Clerk's wages (Payroll 31/10/24)
4.	6.00	GiffGaff	PC phone paid by S McGeever
5.	9.00	S McGeever	Travel expenses – September
6.	144.20	HMRC	PAYE
7.	64.00	MDDC	Car park rates - October
8.	16.00	BHLAC	Meeting rooms invoices sent out 31/10/24
9.	180.00	Upcott	Cutting of the grass at Longmead (1)
10.	240.00	Upcott	Cutting of the grass at Longmead (2)
11.	180.00	T Brooke	Rolling Cavanna Land
12.	75.00	R Taylor	Footbridge strimming

EDF Energy DD for Public Conveniences

Councillor Ward questioned why the Cavanna Land had been rolled and the Clerk explained that this was to allow the post-development topographical study to take place.

**PROPOSAL:** The expenditure listed above should be paid.

**PROPOSER:** Councillor Ward

**SECONDER:** Councillor Povah

It was RESOLVED to make the payments.

**Action:** Clerk to set up online payments.

**Bank Reconciliations**

Bank account	Closing balance 30/09/2024	Monies in	Monies out	Closing balance 31/10/2024
Unity Trust Bank current 298	299.08	10500.00	5828.16	4970.92

Unity Trust Bank deposit	108820.63	44376.64	10,000.00	143197.27
Unity Trust Bank GF	747.99			747.99
Unity Trust Bank P3	1295.34			1295.34

Statement were awaited for the remaining bank accounts.

**6.2 To receive** an update on the application for bank card (Financial Regulations)

The application for the bank card for the Clerk was ongoing.

**6.3 To receive** an update on the change of key contact for Unity Trust Bank and changes for other bank accounts

The paperwork had been sent off

Unity – complete

United Trust Bank – understood to be complete

Nationwide – amended paperwork sent

Cambridge – awaiting identification paperwork

Skipton – awaiting a response

HSBC – awaiting a signed mandate from Councillor Talbot

Lloyds – Poor Charity – understood to be complete

**6.4 To receive** information on S106 monies

Possibility of additional funding towards the cost of the trim trail project – ongoing

**6.5 To approve** purchase of a wreath for Remembrance Day

**PROPOSAL:** A wreath should be purchased.

**PROPOSER:** Councillor Ward

**SECONDER:** Councillor Povah

It was RESOLVED to purchase a wreath.

**6.5 Grant requests** to go to Finance Committee

The Parish Council RESOLVED the following grant requests should be considered by the Finance Committee:

- the Lights Brigade

- CHAT

**6.6 Approval of MDDC Grass Cutting Charges**

The Parish Council noted the grass cutting charges in Hemyock for 2025-2026.

The charges were based on; current regime of 7 cuts, the areas we cut and includes an inflationary increase. This charge takes into account the subsidy provided by Devon County Council for grass cutting visibility areas of their land within your Parish/Town four times a season. Therefore, the contribution for 2025-2026 would be £1284.24 ex. VAT.

The Finance Committee would make the appropriate budget entry.

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**6.7 Devon Communities Together**

The Clerk was looking to set the membership fee of £50.00 by Direct Debit.

**6.8 National Joint Council for Local Government Services agreement on the 2024/25 pay award**

The Parish Council RESOLVED to accept the 2024/25 pay award for the Clerk with effect from 1 April 2024. The increase represented an increase of 67p per hour.

**7. Planning**

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

**24/01307/FULL**

Proposal: Erection of general agricultural building

Location: Land at NGR 314712 110798 South West of Madford Farm Barn Hemyock Devon

Grid Ref: 314653 : 110734

Parish: Hemyock 26

The Decision Deadline for this application had been 6 November 2024. The Parish Council had supported the application when it was consulted for the first time. There were no material changes to the proposal and thus no comment had been submitted.

**24/01565/FULL**

Proposal: Erection of chapel of rest, associated facilities and double garage following partial demolition of existing building

Location: Pring & Son Funeral Directors Westhayes Farm

Site Vicinity Grid Ref: 312775 / 113446

Parish: Hemyock 26

**PROPOSAL:** The Parish Council is content with the application.

**PROPOSER:** Councillor A Doble

**SECONDER:** Councillor Ward

It was RESOLVED that the Parish Council was consent with the application.

**Action:** Clerk to submit response

**24/00783/FULL**

Proposal: Conversion and extension of barn to self-build dwelling and erection of a link-to garage with store

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

Grid Ref: 311843 : 115067

Parish: Hemyock 26

The Parish Council noted that the revised set of drawings showed no significant changes. The C3 dwelling house and extension showed a reduction in the size of the extension so as not to be larger than the barn that would be converted to the C3 dwelling house.

**PROPOSAL:** The Parish Council is content with the application.

**PROPOSER:** Councillor A Doble

**SECONDER:** Councillor Ward

It was RESOLVED that the Parish Council was consent with the application.

**Action:** Clerk to submit response

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**Other matters:**

**23/00511/FULL**

Eastlands

The decision was made to approve at committee but it is currently in the process of having a legal agreement signed. Residents have made representations to Devon County Council and Mid Devon District Council.

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

**No: 24/01221/TPO – APPROVED – 8 October 2024**

TREE PRESERVATION ORDER

Proposal: Application to remove overhanging branches on 3 Oak trees protected by Tree Preservation Order 00/00007/TPO

Location: Land at NGR 313896 113010 (Windward Edge) Hemyock Cullompton Devon

**24/01330/HOUSE – APPROVED – 22 October 2024**

Proposal: Erection of replacement conservatory

Location: Cheritons Culmstock Road 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.

### **8. Asset Management Reports**

#### **8.1 Longmead**

Report from Clerk

The review of the constitution, provision of the committee structure and terms of reference is ongoing.

The insurance form for completion prior to the commencement of any works has been received and required the name of structural engineer and architect.

Planning permission is required for any external alterations including doors.

Discussions with MDDC are ongoing with regard to auxiliary services and rates.

The purpose was to make Longmead more financially viable.

The Finance Committee would hear a business plan brief on the potential alterations on 20 November 2024. It was understood that there had been some amendments to the plans originally submitted.

Lighting for the Hemyock Muga

The questions raised at the Parish Council meeting have been given to the Longmead Committee for consideration.

It was also noted that quotes for upgrading the MUGA were being sought as the current surface was breaking up and becoming a health and safety risk. It was thought that grants would cover the cost of any upgrade.

Councillor Povah noted that some of timbers were breaking away.

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Report from Councillor P Doble

Councillor Doble felt it important that the Parish Council consider whether it should continue to have Longmead cut manually or move to a robot mower and agree in principle which route to follow.

**PROPOSAL:** The Parish Council move to having Longmead cut by a robot mower noting that some areas will still need to be cut manually.

**PROPOSER:** Councillor P Doble

**SECONDER:** Councillor A Doble

It was RESOLVED that the Parish Council should obtain three quotes for robot mowers.

**Action:** Clerk

The decision would then be taken as to whether the Parish Council should purchase or lease the equipment. One quote already received had made a recommendation of two machines and the Clerk was asked to organise a trial of one of the machines.

**Action:** Clerk

Councillor Povah advised that there were timbers blocking the stream by the South West Water plant and this was impeding the flow of water. Damage was being done by the South West Water lorries including signs being broken.

Councillor Povah noted that the purple peril needed painting to remove graffiti and that a path the the BMX path would be beneficial as the approach became very muddy in winter.

**Action:** Councillor Povah/Clerk to obtain quotes.

The Clerk advised that MDDC were appointing a consultant to look at the maintenance of their buildings and it would be beneficial to have a maintenance plan for each building/asset.

Mr Ian Pike would look at the works that needed to be carried out.

#### **8.2 War memorial**

Councillor Povah advised the work would be carried out in the New Year.

#### **8.3 Cemetery**



In the absence of Councillor Clist, Councillor A Doble had circulated two quotes for fencing at the cemetery and the extension to Parish Council members. One contractor had not provided a quote.

The quotes covered four different options and it was agreed that a site visit was required before making a decision on which option to pursue.

**Action:** All

The Clerk advised that Cavanna were looking into the hedge cutting between the cemetery and the houses.

#### **8.4 Blackdown Healthy Living and Activities Centre**

Councillor P Doble advised he has nothing to report.

#### **8.5 The Parish Store**

Councillor P Doble advised he has nothing to report.

#### **8.6 The Commons**

The Commons Management meeting has been postponed to the New Year.

#### **8.7 Public Conveniences**

The Clerk reported that she was still awaiting quotes for the repairs to the Public Convenience. Further damage had been reported (broken seat) and the urinals had been unblocked.

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#### **8.8 Car Park**

Councillor Povah reported that there was still no date for the re-surfacing being undertaken by MDDC.

#### **8.9 Village Maintenance**

The Clerk advised that maintenance continued around the village.

The Floodbridge had been damaged and DCC were making it safe until a full repair could be completed.

The fence at by St Margaret's Brook had been ripped out and needs to be put back as this could be a health and safety issue.

**Action:** Councillor Povah would speak to Mr Stevens

#### **8.10 Ground Maintenance**

A complete ground maintenance tender of 2020 had been found on file and this would assist in the review of the ground maintenance around the village and the allocation of works.

Councillor Povah advised that he was meeting with a new ground maintenance contractor in the village.

Councillor Povah advised that the hedge at Logan Way and Griffin Close and Parklands had been heavily flailed by a private individual and this had seriously rutted the grass and resulted in debris. It was understood the work had been commissioned by the hedge owner.

### **9. Project Reports**

#### **9.1 Community Land (Cavanna)**

Report from the Clerk

- A quote is awaited for the full drainage survey albeit that the current information being provided is that the soil itself needs to be tested at various points to ascertain the different layers that have been added as seen in the post-development topographical survey. Cavanna had suggested the use of a land management company and this was being followed up.
- The signs have been removed from the cemetery fencing
- Email sent to Cavanna regarding private roads and fencing for the attenuation pond. Cavanna would look into additional private road signs and had ROSPA coming to advice on the correct fencing to be used for the attenuation pond.
- Trees on Cavanna land near Longmead – Cavanna were looking into the works that would be required.

- Email sent to solicitor for update on progress with the handover and a response was awaited. The Clerk understood that there was a draft contract but this would need to reflect the works needed to re-instate the land.

The Clerk was asked to contact Cavanna with regard to where the DCC maintained highways ended and what was in the S106 agreement regarding access to the community land through the development.

**Action:** Clerk

Councillor Matthews was not present at the meeting.

## **9.2 Station Road Pavement**

Councillor Povah advised that the owners have requested a timescale for the works from the start date to finish date. It was difficult to give a time scale because it was dependent on the new planning consent and the chosen contractor. The wording 'Once we have planning permission the work will be done in xxx months' was considered suitable but all households should be provided with the same terms.

**Action:** Councillor Povah/Clerk

## **9.3 Connecting the Culm/DRIP**

Claim form for reimbursement of works done at Shuttleton completed.

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Installation of web cameras

The cameras are installed and take a picture every 30 minutes, sensors are going to be fitted so that if flooding is likely pics can be up to every 5 minutes. The cameras are solar powered but still work when it's dark. Face blurring was supposed to be switched on but wasn't, it will be at the next opportunity.

## **9.4 Blackdown Hills Parish Network (BHPN)**

The Flir C5 Thermal Imaging Camera is available to all Parish Councils in the BHNL to borrow. This will enable a nominated representative to carry out simple heat loss surveys for your parishioners of their properties.

It was agreed that the Parish Council would ask to borrow the camera for a week.

**Action:** Clerk

## **10. Community Matters**

### **10.1 Garages Youth Project**

In the absence of Councillor Matthews, the Clerk advised that the floor had been repaired. Work to set up a meeting to discuss the lease was ongoing.

### **10.2 Hemyock Community Larder**

Councillor Doble advised that the community larder continued to be a success.

### **10.3 Footpaths (P3)**

Councillor Povah advised that the bridge on Footpath 19 had now collapsed and Devon County Council had been informed and repairs would be carried out.

The P3 grant had been received.

### **10.4 Hemyock Day 2025**

The event would take place on 21 June 2025 and the organiser was grateful to the Parish Council for meeting the shortfall in revenue versus expenditure.

It was hoped the event would continue to raise the profile of Hemyock and events were planned over the next months to raise the profile of the day itself. This included an autumn feast, a neon 90s night and a family disco.

The continued support of the council with the use of Longmead and the documentation required for the event was most welcome.

## **11. Highways**

Road Warden Scheme

Councillor A Doble had completed the online training and Chapter 8 training was being arranged for 17 December 2024. DCC would also assist with the payment for a strimming course.

#### 20mph applications/speed limits

The Clerk advised that correspondence from residents had referred to the use of speed cameras and the need for a reduction of speed on Cornhill.

Devon County Council had indicated that self-funded 20mph limits may be brought in but no cost information had been received.

#### Bus routes

The Clerk had requested a meeting with DCC and Dartline to address ongoing issues with buses and parked cars.

#### Other matters:

The following consultations have been circulated to councillors and a response was required:

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### **The Local Transport Plan**

The Devon and Torbay Local Transport Plan 4 (LTP4) is the strategic document that sets out the priorities for transport across the county between 2025 and 2040.

The draft Local Transport Plan document was available alongside other supplementary materials on the [Transport and roads Archives - Have Your Say \(devon.gov.uk\)](#) webpage from **1st October 2024** until **30th November 2024**.

It was noted that there was nothing in the plan for Hemyock but centred around the key growth areas.

### **Devon Countywide Local Cycling and Walking Infrastructure Plan**

Devon Countywide Local Cycling and Walking Infrastructure Plan (LCWIP) public consultation would run from 1 October 2024 until 30 November 2024.

Full details about the engagement process, and all of the proposals, was available on at : [devon.cc/devon-lcwip](https://devon.cc/devon-lcwip).

It was noted that there was nothing in the plan for Hemyock but centred around the key growth areas.

## **12. Police matters**

### **12.1 Crime**

Anti-social behaviour had escalated in the village but it was not believed that all the perpetrators were from Hemyock.

It was important that every incident was logged with the police and a crime number logged in order to show the need for a police presence.

**Action:** Clerk to contact Neighbourhood Police Officer and ask if he could attend a meeting.

It would also be useful to put a request on social media for residents to advise the Clerk of any incidents.

**Action:** Councillor Talbot.

### **12.2 Councillor Advocate Scheme**

In the absence of Councillor Clist, no report was given but the Clerk advised that the most relevant information had been circulated to councillors.

## **13. MDDC Report**

In the absence of Councillor Clist, no report was given.

## **14. DCC report**

Councillor Radford had submitted a report which was considered by the council and no questions raised.

## **15. Public Relations**

In the absence of Councillor Talbot, there was no report on Public Relations.

The Clerk advised that work was ongoing to change to a gov.uk website domain and update the website.

#### **16. Clerk Update/Correspondence**

Items received had been circulated to the Parish Council and included on the agenda as appropriate.

##### **Neighbourhood Plan**

A meeting is being arranged to discuss neighbourhood plans – date to be confirmed.

Attendance recommended.

##### **Skatepark**

Members of the committee had met for a second time but in the absence of Councillor Summers no report was given.

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##### **Peter Holway Trust**

Land Agent has inspected the subject land and believed the market rental value to be in the region of £180 per acre.

There was the possibility that Rural Land Payments may raise a higher income and this was being looked at. A meeting of the Trustees would be called to discuss how to allocate funds.

##### **Emergency Plan**

The Clerk met with Devon Communities Together to work on the Emergency Plan as Hemyock was a key parish.

##### **Devon Countryside Access**

The Devon Countryside Access is advertising opportunities to become a member. The application form is available on this link [Devon Countryside Access Forum application](#) The closing date is 30<sup>th</sup> November 2024, with appointments commencing in April 2025.

##### **Music Grants**

The Blackdown Hills Beer Festival were once again inviting applications for grant money from community music groups in the Blackdown Hills.

Suitable applicants are invited to contact the Trust by email: [blackdownmusictrust@gmail.com](mailto:blackdownmusictrust@gmail.com) with details of their application in no more than 250 words by 1st November 2024 and successful applicants will be informed by the end of 2024.

#### **17. Matters raised by Councillors/meetings attended**

Councillor Povah advised that residents at the Eastland/Culmbridge Road junction would welcome a grit bin.

**Action:** Councillor P Doble

#### **18. Items for the next agenda**

Discussion had taken place on assistance for the Clerk who had identified an individual who might be able to assist with producing an inventory of the filing cabinet. Knowledge of the information stored in the filing cabinet may assist with the registering of land and decision making.

The Parish Council were in favour of the project.

**Action:** Finance Committee to consider

The Lights competition finance would be considered by the Finance Committee.

**Action:** Finance Committee to consider

#### **19. Dates of the next meetings:**

The next meeting will be on:

4 December 2024

The Parish Council would offer mince pies and mulled wine to attendees prior to the start of the meeting.

The Chairman closed the meeting at 9.15pm

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Chairman

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ITEM		PAGE
6	<b>Finance</b>	13-16

## **6.1 Report from the Finance Committee**

### **Recommends the following for approval:**

#### **Improvements to Longmead**

The Finance Committee recommends that the improvements to Longmead be approved and paid for by the Parish Council.

The Longmead Committee had advised that income did not cover the basic expenditure for running the pavilion and there would be a loss this year. Maintenance of the building and all the grounds were covered by the Parish Council. The constitution of the Longmead Committee did need to be amended to correctly reflect the financial distribution of costs relating to Longmead.

The Finance Committee felt the improvements offered the Longmead Committee the ability to break even and, possibly, start contributing to the overall costs of Longmead. It also maintained what was a valuable Parish Council and community asset.

The Finance Committee was recommending that £10,000 be set aside for the improvements with additional sums to cover insurance, prior planning advice, planning permission, possible structural survey and the potential need to meet building regulations. This sum represents £2k per year over 5 years.

#### **Improvements to the MUGA**

The MUGA was a key component in improving the revenue at Longmead and again was a Parish Council asset. The current surface was not fit for purpose and could be deemed a health and safety issue.

The Longmead Committee were organising quotes for the MUGA to be re-surfaced and it was hoped that this would be covered by grants.

#### **Skatepark**

The Finance Committee recommends that the Parish Council increase the amount from £25,000 to £30,000 representing 10% of the known cost. It was felt this would assist in the Skatepark Committee obtaining grants etc.

The Finance Committee felt that the amount should not be increased above £30,000 unless public budgetary participation was in favour of further investment.

It was noted that the Skatepark had approximately £3700 in Parish Council funds and some £5000 had already been provided by the Parish Council for planning and the environmental assessment plans.

There will be a launch of the Skateboard project which will require attendance from the Parish Council. The question should be raised if any finance is required for the launch.

#### **Assistance for the Clerk**

The Finance Committee felt it was important that the Parish Council had a clear understanding of the documentation held. A person has been identified who could do this for £13/hour and recommended a budget of £1000 be set (over 75 hours) to identify all documentation handed over. If more expenditure is required the Committee will return to the council with details. An inventory of the paperwork would assist in registering land etc.

### **National Joint Council for Local Government Services agreement on the 2024/25 pay award**

The Finance Committee recommends that with effect from 1 April 2024, an increase of £1,290 (pro rata for part-time employees) will be paid as a consolidated, permanent addition on all NJC pay points 2 to 43 inclusive, should be applied to the Clerk's salary.

It should be noted that the Clerk's temporary contract was put in place in October 2023 and this became a permanent contract in March 2024. The annual review should take place before the March meeting.

### **Grant requests**

- the Lights Brigade - £750

The Finance Committee recommended granting £750 for this 10th anniversary year. However bearing in mind pressures on budgets, this level of support is not likely to continue and it is recommended the Lights Brigade look at alternative sources.

- CHAT – Clerk to contact re number of residents using the service

The Grant Application policy and form, currently on the website, will be reviewed by the Finance Committee in February. All requests for grants should use the published form.

### **MDDC Grass Cutting Charges**

Contribution for 2025-2026 at £1284.24 ex. VAT

### **Devon Communities Together**

Membership fee by Direct Debit £50.00

### **Lights Competition**

The sum of £100 should be set aside for prizes.

The competition terms should be amended to say that a resident could only win the competition once in every four years.

### **Budgets/Precept**

Scribe is now providing in-year comparisons with the previous year's full figures, which is very helpful. A few issues have been identified, mainly involving the detailing of already agreed project expenditure. The Committee will return to the PC with updated details for confirmation.

However, given the Government budget and the increases in the minimum wage, lowering of National Insurance thresholds and the need to pay contributions together with other ongoing costs, the Finance Committee was recommending an increase in the precept. The precept had been held at its current level for 6 years and this was not sustainable, however, the total amount has increased due to more properties.

Normal expenditure is taking us over the amount we received for the precept in this financial year. To be prudent, we need to be sure that we are not using reserves for general expenditure which are earmarked for specific projects.

The proposed increase was 11% to £98,000, taking band D from £97.31 to £107.53, just under 20p more per week.

### **Future projects**

Cemetery

The cemetery budget was in place to allow for the extension to the cemetery. Bearing in mind the aesthetics, strong feelings about the cemetery sustainability and longevity, the Committee recommended removing the back fence and using it to continue the side fence, extra side fencing will need to be made. The Finance Committee believed that interested councillors and residents should review the fencing options before a final decision was made. (First Sunday in December 11am – put on social media.)

### Longmead Carpark

The addition of further parking at Longmead was needed with a Junior Football tournament being held in May and should be a project undertaken in early 2025.

### Robotic Mowers

Three quotes would be required for both purchase and lease of robotic mower(s) in order to make an informed decision, to be considered at the December meeting. Overall the use of robotic mowing at Longmead could be beneficial.

### Village Maintenance

The Clerk had identified a document that went out to tender for all village maintenance (grass cutting, repairs etc) and that this should be reviewed and costed under the current regime and a future plan agreed.

### Station Road Pavement

Additional monies would be required to be spent on planning for the Station Road pavement.

### Building Maintenance

A building maintenance plan had been started in 2020 but not followed. In principle having a budgeted, maintenance plan for all Parish Council assets would be beneficial and funding may be required to achieve this.

### Public Convenience

Quotes were awaited for refurbishing the public conveniences.

### 6.2 To agree income and expenditure and bank reconciliations:

The bank statements were not available when the agenda was prepared. The information will be provided at the meeting.

### INCOME

Account ending 1311		£
Account ending 1324	Pizza van	£
Account ending 1308	Interest	£

### EXPENDITURE – Invoices received 2024/25

Invoices to pay in October:

No	Amount	Payee	Reason
1.		E Ingledew	Cleaning public conveniences
2.		I Pike	Cemetery £225 Village maintenance £180 Timber £12.22
3.		S McGeever	Clerk's wages (Payroll 31/10/24)
4.	6.00	GiffGaff	PC phone paid by S McGeever
5.		S McGeever	Travel expenses – September
6.		HMRC	PAYE
7.	64.00	MDDC	Car park rates - November
8.		BHLAC	Meeting rooms invoices sent out 30/11/24
9.	180.00	Upcott	Cutting of the grass at Longmead (3)
10.	96.00	Bunyan	Blocked urinals at Public Convenience
11.			
12.			
13.			
14.			

EDF Energy DD for Public Conveniences

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

**Bank Reconciliations**

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

<b>Bank account</b>	<b>Closing balance</b>	<b>Monies in</b>	<b>Monies out</b>	<b>Closing balance</b>
	<b>31/10/2024</b>			<b>30/11/2024</b>
Unity Trust Bank current 298	4970.92			
Unity Trust Bank deposit	143197.27			
Unity Trust Bank GF	747.99			
Unity Trust Bank P3	1295.34			

Details of the other bank accounts will be given at the meeting and recorded in the minutes.

**6.3 To receive** an update on the application for bank cards (Financial Regulations)

**6.3 To receive** an update on the change of key contact for Unity Trust Bank and changes for other bank accounts

- Unity
- United Trust Bank - completed
- Nationwide
- Cambridge
- Skipton
- HSBC

Lloyds – Poor Charity

**6.4 To receive** information on S106 monies

Possibility of additional funding towards the cost of the trim trail project – ongoing



ITEM		PAGE
7	<b>Planning</b>	16

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

There are no applications to consider.

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

**24/01078/FULL – APPROVED – 1 November 2024**

Proposal: Change of use of dwelling and associated works to form offices and accommodation for Blackdown Support Group

Location: Newland Station Road Hemyock Cullompton

Site Vicinity Grid Ref: 313702/113362

**23/00511/FULL – APPROVED - 11 November 2024**

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

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

Site Vicinity Grid Ref: 313961/113446

**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

**ENF/23/00214/BRE – 30 August 2023**

Re: Home office used as living accommodation

Ploversfield Culmstock Road Hemyock

The Clerk met with the Enforcement Officer and there are a number of ongoing issues in Hemyock.

Enforcement issues were being dealt with on a ‘risk’ basis and those potential breaches that could have a serious effect on residents.

ITEM		PAGE
8	<b>Asset Management Reports</b>	18

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

#### **8.1 Longmead**

Report from Clerk

See information under Finance.

Lighting for the Hemyock Muga

The questions raised at the Parish Council meeting have been given to the Longmead Committee for consideration.

Report from Councillor P Doble

Consideration to be given to the costings for robot mowers and, if sufficient information is considered to be available, make a decision on provider.

#### **8.2 War memorial**

Update from Councillor Povah

#### **8.3 Cemetery**

Report from Councillor Clist/Councillor A Doble

Report from the Clerk

Cutting of the hedge by Cavanna homes.

#### **8.4 Blackdown Healthy Living and Activities Centre**

Update from Councillor Doble

#### **8.5 The Parish Store**

Update from Councillor Doble

#### **8.6 The Commons**

Report from Councillor Moon

The Commons Management meeting has been postponed to the New Year.

#### **8.7 Public Conveniences**

Report from the Clerk

Quotes for repairs to be obtained. Further damage done.

#### **8.8 Car Park**

Report from Councillor Povah

MDDC is going out to tender for the car park to be re-surfaced now with a view to it being completed in this financial year.

#### **8.9 Village Maintenance**

Report from Clerk

Maintenance continues around the village.

#### **8.10 Ground Maintenance**

See Finance

ITEM		PAGE
9	<b>Project Reports</b>	19

### **9.1 Community Land (Cavanna)**

Report from the Clerk

- Information from Cavanna regarding the ROSPA report on the attenuation pond together with action relating to trees at the cemetery and Longmead is awaited at the time of writing the agenda
- Email exchanges have taken place with the Cavanna and our solicitor regarding the handover and a further call is booked before the meeting

Report from Councillor Matthews

### **9.2 Station Road Pavement**

Report from Councillor Povah

### **9.3 Connecting the Culm/DRIP**

Now outstanding items at this tie

### **9.4 Blackdown Hills Parish Network (BHPN)**

Request to use Thermal Imaging Camera.

ITEM		PAGE
10	<b>Community Matters</b>	20

**10.1 Garages Youth Project**

Report from Councillor Matthews

**10.2 Hemyock Community Larder**

Report from Councillor P Doble

**10.3 Footpaths (P3)**

Report from Councillor Povah

ITEM		PAGE
11	<b>Highways</b> - traffic issues and pavements	21

Report from Clerk

- a. Road Warden  
Chapter 8 training – 17 December 2024. Equipment order awaited from Councillor Doble  
Traffic cones for the Parish Council when needed to road matters.
- b. 20mph applications/speed limits  
Correspondence from residents refer to use of speed cameras and the need for a reduction of speed on Cornhill.
- c. Bus routes  
Meeting requested with DCC and Dartline – not date has been agreed

ITEM		PAGE
12	<b>Police Matters</b> - Councillor Advocate Scheme	22

### **12.1 Crime**

ASB at the Public Conveniences and around the parish  
The local Neighbourhood Officer has been contacted.

### **12.2 Councillor Advocate Scheme**

Report from Councillor Clist

ITEM		PAGE
13	<b>MDDC Report</b>	23

MDDC report from Councillors Clist/Bradshaw

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14	<b>DCC Report</b>	24

DCC Report from Councillor Radford



ITEM		PAGE
15	<b>Public Relations</b>	25

Report from Councillor Talbot on public relations and social media.

Report from Clerk

Updating of all the information on the website is ongoing.

Email to Woodquist regarding possibility to change domain name to gov.uk

ITEM		PAGE
16	<b>Clerk update/Correspondence received</b>	26

Items received have been circulated to the Parish Council and included on the agenda as appropriate.

#### Emergency Plan

The Clerk has met with Devon Communities Together to run through the Emergency Plan. It would be helpful if a working group was set up to start the plan and then a parish open meeting held to identify key areas of assistance.

#### Neighbourhood Plan

The Clerk is still working on a date for the Neighbourhood Plan meeting with the consultant.

#### Grant Funding for Flood Works

The paperwork has been completed for the works at Longmead.

The paperwork for the works at the Garage is with the owner.

#### Consultation on remote Parish Council meetings

There is less than only one month left (19 December) to respond to the Government's [consultation on remote attendance at council meetings](#). We **urge all our member councils to complete the consultation** to ensure that all views are heard and to help guide the way forward.

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19	<b>Date of the next meeting</b>	27

Dates of the next meetings:

- (8 January 2025)
- Commons meeting
- 5 February 2025
- 5 March 2025
- 2 April 2025
- 7 May 2025 – Annual Meeting of the Parish Council
- 14 May 2025 – Annual Parish Meeting