



Hemyock Parish Council

26 February 2025

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, 5 March 2025 at 7.30pm**. The meeting is open to the press and the public.

Yours sincerely
Susan McGeever
Parish Clerk

AGENDA

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3	Public Participation (limited to 10 minutes, 2 minutes per question)	N/A
4	To approve the minutes of the meeting on 4 December 2024	4-14
5	Chairman's Announcements	N/A
6	Finance	15-17
7	Planning Consultations: 25/00232/FULL Proposal: Erection of a general purpose agricultural building Location: Land at NGR 312623 110960 Trickys Farm Blackborough 25/00150/HOUSE Proposal: Construction of raised patio to the rear Location: Whitehall View Hemyock Cullompton	18
8	Asset Management Reports Longmead War memorial Cemetery Blackdown Healthy Living and Activities Centre The Parish Store The Commons Public Conveniences Car Park Village Maintenance Ground Maintenance	19-20
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18	Items for the next agenda	N/A
19	Date of the next meeting	30

This agenda displayed on the noticeboards provides the topics that will be under discussion at the next Parish Council meeting.

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

ITEM		PAGE
2	Declarations of Interest/Dispensations	3

To receive any declarations of interest relating to business to be conducted at this meeting and
To consider any dispensation requests and confirm any relevant dispensations.

- Agenda Item 7 Planning – Mr Clist is a member of the planning committee of Mid Devon District Council and chooses not to participate in any planning application consultation.
- Agenda item 8 Asset Management Reports - Mr Doble and Mr Ward may have a personal interest as both are members of Longmead Management Committee

ITEM		PAGE
4	To approve the minutes of the meeting on 4 December 2024	4-14

Hemyock Parish Council
Full Meeting
held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 5 February 2025

Present

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

Councillor Doble opened the meeting at 7.30pm.

1. Apologies

Apologies had been received from Councillor Summers, Matthews and Talbot together with DCC Councillor Radford.

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:

- request for a £1500 donation towards the community fridge (an agenda item)
- request for CCTV at BHLAC (an agenda item)
- request to clear Longmead (being actioned)
- extension to the cemetery path (an agenda item)
- vandalism and lack of police action

4. To approve the minutes of the meeting on 4 December 2024

PROPOSAL: The council minutes of 4 December 2024 are approved as a true record of the meeting.

PROPOSER: Councillor Ward

SECONDER: Councillor Clist

It was RESOLVED by those who had been present at the meeting that the minutes were a true record of the meeting, and they were duly initialled and signed by the Chairman.

5. Chairman's Announcements

The Chairman called for a minute's silence for the late Stephan Lehner.

Councillor Clist advised that Ann Durford, a previous long-serving parish councillor) had also passed away.

6. Finance

6.1 Report from the Finance Committee

Councillor Lawrence advised that the Finance Committee were meeting on 12 February 2025 and a report would be given at the next meeting.

6.2 To agree income and expenditure and bank reconciliations:

The Parish Council noted the updated financial information as provided by the Clerk.

INCOME (December)

Account ending 1329		
Account ending 1308	Interest	£ 8.68
Account ending 1311	Interest	£ 5.01
Account ending 1324	Pizza van	£ 20.00
	Interest	£932.27

INCOME (January)

Account ending 1329

Account ending 1308

Account ending 1311

Account ending 1324 Pizza van £ 20.00

EXPENDITURE – Invoices received 2024/25

The Clerk advised that the following payments made in December were not reflected in the minutes:

Service Charge	£ 7.95
CPRE membership	£ 60.00
EDF Energy	£ 28.06
RBL (wreath)	£ 100.00

The Clerk advised that the following invoices paid for December had been paid in January:

I Pike (reimbursement)	£ 8.49
I Pike (maintenance charge)	£ 157.50
E Ingledew (public convenience)	£ 135.00
HMRC (PAYE)	£ 131.20
S McGeever (Wages)	£ 524.78
J Stevens (clearing stream)	£ 120.00
J Stevens (Commons fencing)	£1626.00
BHLAC (meeting room)	£ 16.00

EDF Energy DD for Public Conveniences £ 25.67

Service Charge £ 8.70

The Clerk advised that the following invoices were payable for January:

No	Amount	Payee	Reason
1.	£286.25	I Pike	Cemetery maintenance £31.25. Village maintenance £255.
2.	£135.00	E Ingledew	Public Convenience
3.	£420.00	R Beaver	Longmead strimming (shrubs)
4.	£15.99	S McGeever	Google subscription
5.	£50.00	S McGeever	Devon Communities Together membership
6.	£12.00	S McGeever	Giff Gaff subscription x 2
7.	58.5	S McGeever	January wages
8.	£139.40	HMRC	PAYE
9.	£213.00	Woodquist	Website
10.	£4560.00	Blackdown Fencing	Fencing for extension to cemetery 50% deposit
11.	£131.62	A Doble	PPE equipment (DCC reimbursing council)
12.	£64.00	MDDC	Car park rates
13.	£101.17	Source for Business	Public Convenience
14.	£23.34	Source for Business	Cemetery

PROPOSAL: The invoices listed above should be paid.**PROPOSER:** Councillor Moon**SECONDER:** Councillor Ward**DECISION:** All in favour**ICO**

Data protection fee - we will collect your direct debit on or before 05/02/2025

Bank Reconciliations

The Clerk presented the bank reconciliation information.

Bank account	Closing balance 30/11/2024	Monies in	Monies out	Closing balance 31/12/2024
Unity Trust Bank current 298	3002.98	5000.00	3789.90	4213.08
Unity Trust Bank deposit	143217.27	952.27	5000.00	139169.54
Unity Trust Bank GF	747.99	5.01		753.00
Unity Trust Bank P3	1295.34	8.68		1304.02

Bank account	Closing balance 31/12/2024	Monies in	Monies out	Closing balance 31/01/2025
Unity Trust Bank current 298	4213.08	5000.00	2753.34	6459.74
Unity Trust Bank deposit	139169.54	20.00	5000.00	134189.54
Unity Trust Bank GF	753.00			753.00
Unity Trust Bank P3	1304.02			1304.02

The amounts in the other accounts and bonds remained unchanged from the last meeting with most interest being received on a yearly basis.

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

The application was being resubmitted.

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

Unity - completed

United Trust Bank - completed

Nationwide – awaiting further response from the bank

Cambridge – awaiting certified ID from new signatories

Skipton – awaiting certified ID from new signatories

HSBC – signatory change completed – a signatory must register for online banking

The Parish Council RESOLVED that the Clerk complete the online application.

Lloyds – Poor Charity

Nothing to report

6.5 To receive information on S106 monies

The Clerk advised she was awaiting further information from S106 on possible funding for the path around the edge of Longmead (M25).

6.6 To consider hourly rate increases for

The Parish Council RESOLVED to discuss this issue under Part 2 given that individuals were involved and reports the following decisions:

PROPOSAL: The following increase be agreed

- Cleaning of the Public Conveniences – increase to £18 per hour

and then be reviewed on an annual basis.

PROPOSER: Councillor Moon

SECONDER: Councillor Clist

DECISION: All in favour

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PROPOSAL: The following increase be agreed

- Strimming – increase to £16 per hour
- Grass Cutting and Village Maintenance – increase to £16 per hour

and then be reviewed on an annual basis.

PROPOSER: Councillor Moon

SECONDER: Councillor Clist

DECISION: Two abstentions

6.7 Clerk's Annual Review

The Clerk advised that it was a statutory obligation for a review to take place.

The Parish Council RESOLVED that Councillors P Doble and A Doble would carry out the review. Parish Councillors would be contacted by the Chair for their input prior to the review.

6.8 Cemetery Rule Book

The Clerk advised that the new edition of the Essential Law for Cemetery and Crematorium 2025 revision was now available to purchase via amazon for the price of £46.

PROPOSAL: The new edition of the cemetery rule book should be purchased

PROPOSER: Councillor P Doble

SECONDER: Councillor A Doble

DECISION: All in favour

6.9 To consider the Community Fridge Grant

The Community Fridge has just celebrated its first anniversary. It had re-distributed 15,503kg of food to the community. This was the equivalent of 6,511 meals for local people, £48,740 saved and 49,608kg of CO2 footprint saved which is enough to drive 11, 311 miles. Pretty impressive!

The Parish Council had kindly agreed last year to pay the community larder rent of £1500 each year as recommended by Finance Committee.

PROPOSAL: A grant of £1500 be given to the BHLAC to pay for the room rent for the community larder.

PROPOSER: Councillor Lawrence

SECONDER: Councillor P Doble

DECISION: All in favour

Given the saving in the CO2 footprint this could be logged as a saving for the Parish Council.

6.10 To consider funding CCTV at the BHLAC

The BHLAC has asked the PC to consider putting CCTV on the building (see agenda). The three quotes were as follows:

A. £1,845 + VAT for 5 x Cameras

B. £1,866 + VAT for 3 Cameras

C. £1,885 for 3 Cameras

Quote A was the same contractor as Longmead.

The Parish Council also noted the need for a CCTV policy adopting the principles outlined in Code of Practice for the use of surveillance cameras in this location.

PROPOSAL: The Finance Committee consider the options and bring a proposal to the Parish Council's next meeting.

PROPOSER: Councillor Clist

SECONDER: Councillor Ward

DECISION: All in favour

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6.11 Play Park

The Parish Council noted the Annual Inspection was due to take place in April – cost £94.95 exclusive of VAT.

6.12 Precept

The Parish Council noted that the precept paperwork has been submitted.

7. Planning

7.1 To consider the following applications:-

There were no applications to consider.

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

24/00783/FULL – APPROVED – 28 November 2024

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

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 had 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.

8. Asset Management Reports

The Clerk referred to the agenda:

Tidying up Longmead

Given the wet weather and the use of one robotic mower various areas of Longmead needed to be tidied up especially if robot mowers are going to be used going forward as the grass is too long. Councillor Povah has met with a local contractor who is able to carry out this work for £440 which includes cutting all areas and taking down all brambles etc.

PROPOSAL: The quote for tidying up Longmead be accepted and the work carried out.

PROPOSER: Councillor Povah

SECONDER: Councillor P Doble

DECISION: All in favour

Grass cutting at Longmead

The Parish Council considered the information supplied by the Clerk in relation to grass cutting at Longmead and the robotic mowers. Despite best efforts, the Clerk had only been able to acquire two quotes.

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Quote 1

Lease plan for a Kress Robot Mower for 5 year Plan.

Kress KR236E RTK Mega Robot Mower £10832.50 + vat

c/w 8-year free 4G data + OAS

service charge per year/updates £150.00 +vat

Over 5 Years £750.00 + vat

Total £11582.50 + vat

1/4 Year Repayments £719.27 +vat

Per Annum £2877.08 + vat

Option to potentially purchase the equipment at the end of the lease period.

This price excludes insurance as there are so many get out clauses for the insurance companies /not secure/Vandalism/theft/weather/lightning/Trees falling/Branches/Floods/etc.

The Kress KR236E would cut the whole of the grounds 2-3 times per week.

The Parish Council would need a person to carry out general care of the machine weekly, cleaning off the underside and wheels etc of the build-up of grass, also to check the blades for sharpness/ damage, also to be a point of contact if anything was to happen, or if there is anything going on at Longmead, football etc, the mower needs to be sent back home to its docking station until it is safe to come back out again. Replacement blades would not be covered.

Quote 2

2 1 970656703 AUTOMOWER ® 550 EPOS™
970468203 EPOS™ RS5 Reference Station
Service and insurance

Total monthly fee (excl VAT) GBP 374.85
Annual fee £4498.20
Contract length 60 months

Husqvarna Services * includes the following:

Comprehensive insurance
Installation (Automowers)
service checklist
Seasonal change of blades (Automowers)
Free repairs*

Replacement product in case of repair

* Does not cover irresponsible or inappropriate use.

Comprehensive insurance * covers the following:

Fire
Theft
Lightning strike
Floods
Vandalism
Unexpected injury / accident

Products to be used according to user manual

In the event of damage, the insurance' deductible is a maximum of GBP 450.00 per product.

Offer valid for 30 days from : 2025/1/7

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PROPOSAL: Quote 2 which provided for comprehensive servicing, insurance and replacement mower(s), if required, should be accepted.

PROPOSER: Councillor Moon

SECONDER: Councillor A Doble

DECISION: Quote 2 was accepted with two abstentions.

Lighting for the Hemyock MUGA

The Clerk reported that initial repairs have been carried out to the lighting at the MUGA as two lights had failed completely. When the work had been carried out, at cost for units/no labour charge, as a Health & Safety issue, there was found to be significant water damage in the boxes housing the electrical units.

For this reason, the proposal to replace all the lights at the MUGA and remove the need for the electrical units was being brought to the Parish Council.

Each light fitting cost £234 plus vat making a total for all 8 units of £1872 plus vat. There would be no charge for labour. Besides removing the need for boxes housing the electrical units. The LED lights would also be brighter and cheaper to run.

PROPOSAL: The lighting at the MUGA should be replaced as soon as possible.

PROPOSER: Councillor P Doble

SECONDER: Councillor Moon

DECISION: Accepted with one abstention

Re-surfacing the Hemyock MUGA

The Clerk advised that the general consensus appeared to be that the MUGA requires re-surfacing and again is becoming a health and safety issue. Given that several firms have contacted the Parish Council, she had asked for quotes to look at alongside the Football Team's quote.

The Football Team believed that there would be grants available.

Councillor Lawrence advised that the MUGA was a key part of the Longmead plan to increase income. Consideration had been given to a full pitch but it was felt the current size was sufficient for needs and the siting of the Skatepark had taken this into consideration when putting in the Planning Application which had been approved.

Councillor Summers advised that the school had indicated that they wished to hold their Sports Day at Longmead. The MUGA could also potentially provide an all-weather sports area for the school given that the quotes were for multi-use services and line painting.

The Clerk would bring further information to the next meeting but the costs looked to be in the region of £65,000.

Play Park inspection

The Play Park inspection is booked for April at a cost of £94.95 (see Finance)

Finance

Longmead have reported that the income is £4,639.22 and expenditure is £5,132.59. The majority of income for the year has been received and there is 2 months to go until year end. There will be a significant deficit again this year. Currently standing at £493.37.

The Clerk advised that the Longmead Committee had discussed the contribution Exe Valley Pizzas made each week and the suggestion had been put forward to increase the fee. Receipts to the Parish Council were currently £20 per month.

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The Parish Council considered the Exe Valley Pizza van to be an asset to the village and it was well used and felt that the options for trade waste should be explored before any decision was taken. Pizza boxes were generally taken home in winter but left at Longmead during the summer months.

Action: Clerk

The Longmead Committee had also raised the issue of the trees overhanging the bridge which were in need of pruning together with the overgrowth being trimmed back so the stream can be accessed.

Action: Clerk to obtain three quotes – Councillor Ward undertook to meet the contractors on site.

Councillor Povah considered the wood would be an asset.

8.2 War memorial

Councillor Povah advised that the work was scheduled for early spring.

8.3 Cemetery

Councillor A Doble advised that the work to extend the cemetery was booked in for early March, weather permitting.

The Clerk asked if the grass should be topped before the work commenced as once in place access with a tractor would be limited.

PROPOSAL: Given the timescales, the Chair and the Finance Committee should take the decision on which contractor to use.

PROPOSER: Councillor Clist

SECONDER: Councillor P Doble

DECISION: Accept the proposal to delegate the decision.

It was noted that the spoil tip had been removed but that it would need to be moved/removed again once the extension came into use.

The Clerk would obtain three quotes for taking down the trees around the spoil heap.

Action: Clerk

The Clerk advised that a number of moles had been removed from the cemetery.

8.4 Blackdown Healthy Living and Activities Centre

The Clerk reported as follows:

Accident and damage

The accident and damage has been reported to the insurance company.

River bank at the BHLAC

Connecting the Culm were looking for a river geomorphologist to visit the site and advise.

Oil tank at the BHLAC

It had been identified that the oil tank at the BHLAC does not meet the required standard. The base was too small and it was not sufficiently protected. The insurance is invalidated by the failure to meet the required standard.

Councillor Povah advised that Councillor P Doble had increased the size of the base to the required standard. A quote had been received to remove the timber post and rails and replace with galvanised tubular fencing. Bollards would also be put in place.

Given the Health & Safety and insurance aspects, the work would be carried out as quickly as possible.

8.5 The Parish Store

The Parish Store would need to have equipment put away.

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8.6 The Commons

Councillor Moon advised that the work to the track and fencing has been completed at a cost of £1626.00.

A meeting would be called in the Spring.

Action: Clerk

8.7 Public Conveniences

The Clerk was still chasing quotes for the work and Councillor Povah had agreed to meet contractors at the Public Convenience.

8.8 Car Park

The Clerk reported as follows:

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

The possibility of electric car chargers funded through DCC was being pursued.

8.9 Village Maintenance

The Clerk reported that maintenance continued around the village.

Councillor Lawrence raised the state of the footbridge and the work carried out by Devon County Council Highways.

Boards were rotting and would need to be replaced, Councillor Povah would ascertain the number of boards available for use and report back to the next meeting if more boards needed to be ordered.

Action: Councillor Povah

The quote for repairs to Church/St Margaret's Brook fencing at £984.00 was being reviewed by Councillor Povah before the work was carried out.

8.10 Ground Maintenance

Councillor Povah and the Clerk were putting together a document of current hourly rates for those undertaking ground maintenance in the village.

9. Project Reports

9.1 Community Land

The Clerk reported as follows:

- The Land Registry document sent to Foot Anstey before Christmas appears to have been lost in the post and will require re-signing at the meeting. The signed scanned copy is not sufficient. The other party has signed the document.
- Cavanna's solicitors have confirmed that the draft contracts received just before Christmas are the latest drafts and Foot Anstey is considering the documentation.
- Drainage and soil analysis – three companies have been contacted to look at the drainage and soil analysis – availability appears to be the main issue

Cavanna had also advised that Cavanna do own half of the hedge at the cemetery and would provide a gate to the rear footpath of plots 36/37 in order to maintain the hedge and trees in this location and the report from the ROSPA inspection of the attenuation pond was awaited.

9.2 Station Road Pavement

Councillor Povah confirmed that the paperwork for the appointment of the architect had been completed and signed by the Clerk.

The paperwork for the land transfers was still awaited and it was RESOLVED that Councillor Povah and the Clerk should seek a online meeting with the solicitors for all parties to bring the matter to a conclusion so that the planning application could be submitted.

Action: Councillor Povah/Clerk

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Three quotes would need to be obtained for the work.

9.3 Connecting the Culm/DRIP

Memorandum of Understanding (cameras)

The Parish Council had received information that DCC would like to hand the cameras over to Hemyock Parish Council. The document had been circulated to councillors before the meeting.

The Parish Council RESOLVED that it needed to fully understand the cost implications before signing the document.

Action: Clerk to contact the installer for information and bring to the next meeting

News

The Parish Council noted the latest news update provided in the agenda.

9.4 Improvements to Longmead

The Longmead Committee were in contact with the insurance company to ascertain if there would be a premium whilst the work was being carried out.

9.5 Improvements to the MUGA

See Item 8 above.

9.6 Skatepark

The reserves had been amended to reflect the increase from £25,000 to £30,000 as agreed.

The Lottery Application has been submitted.

A request had been received for the Parish Council to put funds into a Crowdfunding page.

Action: Finance Committee to consider

HSBC Safeguard Team has confirmed the Hemyock Parish Council Longmead Field Account can be re-activated.

Councillor Povah had advised he would be able to undertake the phone call with the Safeguard Team.

9.7 Assistance for the Clerk

The Clerk had collected the paperwork at the meeting and would be taking it to the individual concerned to start work on preparing an inventory.

9.8 Lights Competition

The Clerk had heard from two of the prize winners. One had requested a cash payment.

PROPOSAL: The Clerk would be reimbursed the £40 to provide a cash payment.

PROPOSER: Councillor P Doble

SECONDER: Councillor A Doble

DECISION: All in favour

A further call for winners would be made in the Pump.

9.9 Longmead Carpark

The Parish Council did not believe that planning permission would be required to re-surface the car park at Longmead.

The work would be undertaken in the spring.

9.10 Building Maintenance

A building maintenance plan had been started in 2020 but not followed. The Parish Council RESOLVED to agree the principle having a budgeted, maintenance plan for all assets and that funding may be required to achieve this.

Action: Councillor Povah/Clerk

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10. Community Matters

10.1 Garages Youth Project

In the absence of Councillor Matthews, the Clerk advised that the Youth Club had requested if there is funding available to install Broadband at the Garages. Options were currently being considered.

10.2 Hemyock Community Larder

See Finance.

10.3 Footpaths (P3)

The Clerk had contacted DCC regarding this year's outstanding payments of £410 and £700.

11. Highways

The Parish Council noted the information provided by the Clerk in the agenda.

12. Police matters

The Parish Council noted the information provided by the Clerk in the agenda.

13. MDDC Report

Councillor Clist advised as follows:

- MDDC had produced a balanced budget without the need to borrow from reserves or cut services for both 2024-25 and 2025-26.
- The housing stock brought from 3 Rivers would provide for 39 homes with the first residents taking up occupation.
- Devon was not in the first tranche of unitary authorities under the Devolution white paper issued on 16 December 2025 and County Council elections would take place in May. It was likely that District Councils would be disbanded.

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, no report was given.

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

16. Clerk Update/Correspondence

The Parish Council noted the information received on the following:

Station Road

Email correspondence had been circulated regarding the surface water on Station Road.

Work was ongoing to try to obtain South West Water's report so that the Riparian owners could be contacted with whom responsibility lay.

The Clerk was also in contact with MDDC and DCC to try to resolve the issue.

Emergency Plan

This is a work in progress and will require an Open Meeting for residents. The 2012 Emergency Plan has been circulated to councillors.

Date to be set.

Neighbourhood Plan

Given the changes to the National Planning Policy Framework and the possibility of a Unitary Authority, the Neighbourhood Plan meeting has been postponed so that the impact can be assessed.

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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 and the Parish Council, as the lessee, needs to give consideration to signing the paperwork.

Blackdown Hills National Landscape

Comments are invited on the draft management plan for the period 2025-2030. The information has been circulated to the Parish Council.

Christmas Lights

See Item 9.

VE Day 80

The request for funding from the Royal British Legion would be considered by the Finance Committee.

Action: Finance Committee

Discussion paper on Government changes to IHT and farming

The discussion paper would be considered at the next meeting.

Broadband

The Clerk's report on the meeting with Connecting Devon and Somerset as given in the agenda was noted.

DALC

A meeting of smaller councils on Thursday 30th January, 10am – 12pm to discuss Devolution had taken place.

Defibrillator Agreement

The defibrillator agreement for Longmead Pavilion, Hemyock Parish Hall, Rosemary Lane Chapel, Clayhidon Half Moon Pub, Culmstock Village Hall & The Garages is up on the 16/06/2025. Hemyock Parish Council normal pay for the whole contract and then are re-imbursed by the other Parish Councils.

PROPOSAL: Hemyock Parish Council renew the contract

PROPOSER: Councillor P Doble

SECONDER: Councillor Povah

DECISION: All in favour

17. Matters raised by Councillors/meetings attended

The following matters were raised:

- Branch in the ditch on the road along from the car park at Turbary - Councillor Moon to action
- General state of the road
- New crash barrier at Pencross and the width of the hedge
- the Repair Café had indicated that they would continue to operate
- allocation of housing through Devon Home Choice

18. Items for the next agenda

As detailed in the minutes of this meeting.

19. Dates of the next meetings:

The next meeting will be on:

12 February 2025 (Finance)

5 March 2025

Meetings to be arranged: Commons Committee

Community Land Committee

Skatepark Committee

Action Plan meeting

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The Chairman closed the public meeting at 9.15pm and the meeting went into Part 2.

Part 2 is reported under Item 6.6.

Part 2 closed at 9.30pm.

Signed _____ Date _____
Chairman

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ITEM		PAGE
6	Finance	15-18

6.1 Report from the Finance Committee

The Finance Committee met on 12 February 2025 and brings the following recommendations to the Parish Council.

Skatepark

PROPOSAL: The Finance Committee recommends to the Parish Council that £10,000 is deposited into the Crowdfunding page on 1 April 2024.

Cemetery fees

PROPOSAL: The Finance Committee recommends to the Parish Council that the Hemyock charges are increased

Internment Charges to £360 and £720 respectively and
Cremation Charges to £200 and £400 respectively.

Building maintenance

PROPOSAL: For insurance purposes, the Finance Committee recommends to the Parish Council that the rebuild costs are increased by 10-15% in 2025.

Funding of Longmead (MUGA lights and re-surfacing)

The Parish Council had received a quote of £240.00 per light making a total of £1920 for the eight lights. Given the Health & Safety aspects with regard to playing on the surface and the water damage to the lighting boxes, the Finance Committee considered the work should be carried out as soon as possible. The cost represented the cost of the lights, there would be no labour costs.

The cost of resurfacing the MUGA was approximately £65,000 and it was believed grants were available. The footballers had been consulted on extending the MUGA and wished it to remain at its current size.

The possibility of the school being able to use it was considered a positive step. The school had requested the use of Longmead for Sports Day.

It was felt the school should be invited to the Annual Parish Meeting.

CCTV at BHLAC

PROPOSAL: The Finance Committee recommends to the Parish Council that Quote A at £1850 plus VAT be chosen to install CCTV cameras at the BHLAC.

Donations/Grants

PROPOSAL: The Finance Committee recommends to the Parish Council that a grant of £126.23 be given to the Royal British Legion

It was noted that a further grant of £600 for the PUMP had been agreed and would be paid in March.

Flood cameras

Councillor Lawrence raised the Memorandum of Understanding relating to the web cameras monitoring the flood water.

It was important that the Parish Council understood the costs going forward:

6.2 To agree income and expenditure and bank reconciliations:

The information provided reflects the bank statements for December, the January statements were not available when the agenda was prepared. The final information will be provided at the meeting.

INCOME (February)

Account ending 1329

Account ending 1308

Account ending 1311

Account ending 1324 Pizza van £ 20.00

£700 first PROW payment – one outstanding

EXPENDITURE – Invoices received 2024/25

Invoices to pay for February (approval at March meeting):

No	Amount	Payee	Reason
1.	210.90	I Pike	Cemetery maintenance £112.50. Village maintenance £90. Repairs at Longmead £8.40
2.	127.50	E Ingledew	Public Convenience
3.	6.00	S McGeever	Giff Gaff subscription
4.		S McGeever	February wages
5.		HMRC	PAYE
6.	60.00	A Doble	Cutting of cemetery extension grass
7.	600.00	PUMP	Additional grant towards increase costs
8.	64.00	MDDC	Car park rates On Direct Debit
9.			
10.			
11.			
12.			
13.			
14.			

ICO

Data protection fee - we will collect your direct debit on or before 05/02/2025

Bank Reconciliations

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

Bank account	Closing balance	Monies in	Monies out	Closing balance
	31/01/2025			28/02/2025
Unity Trust Bank current 298	6459.74			
Unity Trust Bank deposit	134189.54			
Unity Trust Bank GF	753.00			
Unity Trust Bank P3	1304.02			

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)

Application re-submitted

6.4 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 – letter to sign

Cambridge - all three IDs have now been received and are being forwarded to the bank

Skipton - all three IDs have now been received and are being forwarded to the bank

HSBC – signatory change completed – request for online banking actioned

- Councillor Doble to verify dormant account

Lloyds – Poor Charity

6.5 To receive information on S106 monies

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

Invoices sent to S106.

6.6 Clerk's Annual Review

Update from Councillor Doble

6.7 Cemetery Rule Book

Purchased

ITEM		PAGE
7	Planning	18

7.1 To consider the following applications:-

25/00232/FULL

Proposal: Erection of a general purpose agricultural building
Location: Land at NGR 312623 110960 Trickys Farm Blackborough
Site Vicinity Grid Ref: 312580 / 110947
Parish: Hemyock 26

Deadline for comments: 11 March 2025

25/00150/HOUSE

Proposal: Construction of raised patio to the rear
Location: Whitehall View Hemyock Cullompton
Site Vicinity Grid Ref: 312169 / 113354
Parish: Hemyock 26

Deadline for comments: 19 March 2025

MDDC Call for Sites

Mid Devon District Council is launching a new Call for Sites 06 February – 14 March 2025. This will help us understand the most recent information on available sites across Mid Devon and help inform the development of our Local Plan. The Call for Sites provides individuals and organisations with the opportunity to suggest sites that they think have the potential to be developed for housing, economic or other uses. We are particularly interested in hearing about small and medium sized

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

24/01352/FULL – APPROVED – 14 February 2025

Proposal: Demolition of existing buildings and erection of 4 bungalows, means of access and associated works
Location: Land and Buildings at NGR 313780 113121 (R/o Fairview) High Street Hemyock

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	Asset Management Reports	19-20

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

8.1 Longmead

Tidying up Longmead

Councillor Povah to report

Grass cutting at Longmead

Quote 2 has been accepted and contracts are awaited.

Lighting for the Hemyock MUGA

See Finance

Re-surfacing the Hemyock MUGA

See Finance

Play Park inspection

The Play Park inspection is booked for April at a cost of £94.95 (see Finance)

Trees overhead the stream

Councillor Ward is overseeing the quotes.

Improvements at Longmead

Update requested

Bins

Councillor A Doble has suggested putting cardboard and food recycling bins at Longmead Car Park for the pizza van.

8.2 War memorial

Update from Councillor Povah

8.3 Cemetery

The grass in the extension has been cut – See Finance

Fencing

The fencing is dependent on the weather but should start early March.

Taking down the trees

Councillor Doble is dealing with the quotes for taking down the trees.

Spoil Tip

Spoil tip also needs to be removed.

Bier House

Do you wish to get quotes to repair the Bier House?

New Path

Awaiting exchange of Cavanna Land

8.4 Blackdown Healthy Living and Activities Centre

Accident and damage

The accident and damage has been reported to the insurance company and the case has been closed.

River bank at the BHLAC
Awaiting visit of geomorphologist.

Oil tank at the BHLAC
Councillor Povah has authorised the work.

The whole contract advised off significant savings. Have they been achieved?

8.5 The Parish Store

Update from Councillor Doble

8.6 The Commons

Report from Councillor Moon
The Commons Management meeting date to be set.

8.7 Public Conveniences

Councillor Povah is getting keys cut so that he can meet contractors to repair the Public Convenience.

8.8 Car Park

Report from the Clerk
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.

The possibility of electric car chargers funded through DCC is being pursued. Online meeting on 4 March.

8.9 Village Maintenance

Maintenance continues around the village.

Fence between the church and stream
Councillor Povah has authorised the work

8.10 Ground Maintenance

Councillor Povah and the Clerk are putting together a document of current hourly rates for those undertaking ground maintenance in the village.

ITEM		PAGE
9	Project Reports	21-22

9.1 Community Land (Cavanna)

Report from the Clerk

- The Land Registry document has been re-sent to the solicitors
- Foot Anstey is considering the documentation – update requested
- Drainage and soil analysis – three companies have been contacted to look at the drainage and soil analysis – availability appears to be the main issue

Report from Councillor Matthews

9.2 Station Road Pavement

Report from Councillor Povah

The solicitors are being chased to get written confirmation.

9.3 Connecting the Culm/DRIP

Memorandum of Understanding (cameras)

The company who look after the cameras have been contacted and information requested on costs.

Connecting the Culm have asked if another camera is needed at Westown.

News

The newsletter has been circulated.

9.4 Improvements to Longmead

A progress report has been requested.

9.5 Improvements to the MUGA

See Finance

9.6 Skatepark

The Lottery Application has been submitted – feedback awaited.

Skate session taking place at the Youth Club.

The committee is working on the fundraising pages - online ready to go to more large scale funders initially.

HSBC Safeguard Team has confirmed the Hemyock Parish Council Longmead Field Account can be re-activated.

Ongoing

9.7 Assistance for the Clerk

The first set of paperwork has been delivered.

9.8 Lights Competition

Clerk actioning prizes

9.9 Longmead Carpark

PROPOSAL: Councillors Povah and Moon lead on the project and present a final design to the February meeting which should provide for the biggest car park possible and include galvanised tubing barriers.

Update from Councillors Povah and Mood.

9.10 Building Maintenance

A building maintenance plan had been started in 2020 but not followed. The Parish Council RESOLVED to agree the principle having a budgeted, maintenance plan for all assets and that funding may be required to achieve this.

Action: Councillor Povah/Clerk

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10	Community Matters	23

10.1 Garages Youth Project

Report from Councillor Matthews

The Youth Club have requested if there is funding available to install Broadband at the Garages.

Discussions ongoing regarding Flood Gates and insurance.

10.2 Hemyock Community Larder

Report from Councillor P Doble

10.3 Footpaths (P3)

Report from Councillor Povah

Report from Clerk

DCC have contacted Hemyock regarding this year's payments of £410 and £700 – the two invoices have been re-sent to PROW and payment is awaited. Payment of £700 had been received.

ITEM		PAGE
11	Highways - traffic issues and pavements	24

Report from Clerk

- a. Road Warden
Claim being made for equipment purchased.
A grant has been approved for the purchase of 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

- d. Grit bins
The salt has been removed.

ITEM		PAGE
12	Police Matters - Councillor Advocate Scheme	25

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

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13	MDDC Report	26

MDDC report from Councillors Clist/Bradshaw

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14	DCC Report	27

DCC Report from Councillor Radford

ITEM		PAGE
15	Public Relations	28

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

Report from Clerk
Updating of all the information on the website is ongoing.
Email to Woodquist regarding possibility to change domain name to gov.uk

ITEM		PAGE
16	Clerk update/Correspondence received	29

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

Station Road

Work is ongoing to get the surveys done by South West Water. Speaking to DCC and MDDC.

Emergency Plan

This is a work in progress and will require an Open Meeting for residents. The 2012 Emergency Plan has been circulated to councillors.

Date to be set.

Neighbourhood Plan

Given the changes to the National Planning Policy Framework and the possibility of a Unitary Authority, the Neighbourhood Plan meeting has been postponed so that the impact can be assessed.

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 and the Parish Council, as the lessee, needs to give consideration to signing the paperwork.

Blackdown Hills National Landscape

Comments are invited on the draft management plan for the period 2025-2030.

Councillor Bradshaw is supposed to be circulating comments.

Christmas Lights

Ongoing

VE Day 80

Does the Parish Council wish to organise anything for VE Day 80?

DALC – Last for community Statement

To help DALC represent our members during the process of devolution, and to promote the value of our sector, we have been **gathering evidence of the work that parish and town councils already do and what they would like to do.**

Please do take a moment to contribute by sending us your council pen portrait in the next week, answering these three questions:

- **What is important to your community, what makes it tick?**
- **What do you currently do for your community?**
- **What would you like to do for your community, given the chance?**

Statements need only be a side of A4 or less, and emailed to enquiries@devonalc.org.uk by **8am on Monday 10th March.**

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19	Date of the next meeting	30

Dates of the next meetings:

- 2 April 2025
- 7 May 2025 – Annual Meeting of the Parish Council
- 14 May 2025 – Annual Parish Meeting

Commons Meeting

Action Plan Meeting

Skatepark Meeting