

Hemyock Parish Council
Annual Meeting
held via Zoom at 7.40pm on 5th May 2021

Subject	Action
<p>1. <u>Present</u> Mr P Doble (Chair), Mr T Barton, Mr R Calcraft, Mr S Clist, Miss J Fouracre, Miss P Lawrence, Mr N Moon, Mr L Povah, Mr S Ritchie (Vice Chair), Mr A Russell, Mrs D Evans (Parish Clerk) and 2 members of the public.</p>	
<p>2. <u>Election of chairman</u> Mr Barton was nominated by Mr Doble, seconded by Mr Moon Mr Doble was nominated by Miss Fouracre, seconded by Mr Russell</p> <p>Following an electronic poll Mr Doble received 6 votes and Mr Barton received 3 votes. Mr Doble was elected as chairman and agreed to sign his declaration of acceptance of office at a later date. <i>Mr Doble took the chair</i></p>	
<p>3. <u>Election of vice chairman</u> Mr Barton was nominated by Mr Doble, seconded by Mr Moon Mr Ritchie was nominated by Mr Russell, seconded by Miss Fouracre Mr Russell was nominated by Mr Ritchie, seconded by Mr Doble</p> <p>Following an electronic poll Mr Ritchie received 6 votes, Mr Barton received 3 votes and Mr Russell received 0 votes. Mr Ritchie was elected as vice chairman and agreed to sign his declaration of acceptance of office at a later date.</p>	
<p>4. <u>Declarations of Interest/Dispensations</u></p> <ul style="list-style-type: none"> • Agenda item 5 – Planning – Mr Clist is a member of the planning committee of Mid Devon District Council and therefore chose not to participate in any planning application consultation. • Agenda item 5.1 – Mr Povah has a personal interest as his family live adjacent to the property and he chose not to participate in this item. • Agenda item 5.4 – Mr Russell has a personal interest as he is a friend of the applicant and chose not to participate in this item. • Agenda item 11 - Mr Ritchie & Mr Russell each has a personal interest as they are members of Longmead Management Committee. • Agenda item 15 - Mr Moon has a personal interest as he is a member of the rough shoot syndicate that uses the commons. • Agenda item 17 - Mr Calcraft has a personal interest as he is a member of The Garages Committee. • Agenda item 19 - Mr Moon and Mr Doble each has a personal interest as they are trustees of the Healthy Living & Activity Centre. • Agenda item 24.2 – Miss Lawrence has a personal interest as one of the tendering contractors is a family member. • Agenda item 24.2 – Mr Clist has a pecuniary and personal interest and will leave the meeting when this item is discussed. 	
<p>5. <u>Public Participation</u></p> <p>5.1 It was reported that a tree, believed to belong to MDDC, near the kissing gate, has died. Clerk will report to MDDC.</p> <p>5.2 Concerns were raised about the amount of vandalism at Longmead. Councillors will consider the matter and discuss at a future meeting.</p>	<p>Clerk</p> <p>All</p>
<p>6. <u>Minutes from Previous Meeting</u> PROPOSAL: The council minutes of the 7th April are approved. PROPOSED: Miss Lawrence SECONDED: Mr Barton DECISION: passed (all in favour).</p>	

<p>7. Annual Return</p> <p>7.1 Statement of Internal Controls PROPOSAL: The council reviews and adopts the statement of internal control. PROPOSED: Miss Lawrence SECONDED: Mr Russell DECISION: passed (all in favour)</p> <p>7.2 Internal Audit Report PROPOSAL: The council notes the findings of the internal audit and approves the implementation of recommendations. PROPOSED: Miss Lawrence SECONDED: Mr Russell DECISION: passed (all in favour)</p> <p>7.3 Annual Governance Statement, year ending 31st March 2021. PROPOSAL: The council adopts the Annual Governance Statement, year ending 31st March 2021 PROPOSED: Miss Lawrence SECONDED: Mr Russell DECISION: passed (all in favour)</p> <p>7.4 Accounting Statements year ending 31st March 2021. PROPOSAL: The council adopts the Accounting Statements, year ending 31st March 2021 PROPOSED: Miss Lawrence SECONDED: Mr Russell DECISION: passed (all in favour)</p>	
<p>8. Planning</p> <p>The following applications were considered:-</p> <p>8.1 21/00464/FULL. North of Lickham Bottom. Change of use of land from agriculture to camping site (4 pitches) PROPOSAL: The parish council is not content with the application for a number of reasons:- Foul drainage pollution - the pc has concerns that the land will be polluted, the toilet facilities will attract flies and the water courses will be polluted. Below this land there are several private water supplies which may be affected by any pollution. As the location of the proposed site is away from the dwelling it will be difficult to control behaviour/noise etc. MDDC needs to take into account the cumulative effect in the area as it has just granted consent for 2 shepherd's huts on land adjacent to this application - see 20/01390FULL PROPOSED: Mr Povah SECONDED: Mr Barton DECISION: passed (all in favour).</p> <p>8.2 21/00722/HOUSE. 20 Station Road, Hemyock. Erection of a replacement porch, alterations to existing vehicular and pedestrian access, replacement of fence by increasing the height of boundary wall. PROPOSAL: The parish council is not content with the application. Whilst it is supportive of the replacement porch and alterations to vehicular and pedestrian access, it is not content with increasing the height of the boundary wall. It believes this is visually unacceptable. PROPOSED: Mr Povah SECONDED: Mr Doble DECISION: passed (all in favour).</p> <p>8.3 21/00430/HOUSE. 13 Redwood Close, Hemyock. Erection of a single-storey side extension. PROPOSAL: the parish council is content with the application. PROPOSED: Mr Russell SECONDED: Mr Ritchie DECISION: passed (all in favour).</p> <p>8.4 21/00779/HOUSE. 8 Tedders Close, Hemyock. Erection of a single-storey rear extension following demolition of existing conservatory. PROPOSAL: the parish council is content with the application.</p>	

PROPOSED: Mr Russell
SECONDED: Mr Ritchie
DECISION: passed (all in favour).

Approval noted for the following applications:-

8.5 21/00497/NMA. Non-material amendment to alter a ground floor window on rear elevation to a French door. 13 Hollingarh Way, Hemyock.

8.6 21/00252/FULL. Collard Hill Farm. Erection of an agricultural worker's dwelling.

Refusal noted for:-

8.7 20/01868/HOUSE, Erection of a single-storey rear extension. The Hay Barn, Castle Hill.

8.8 20/01869/HOUSE. Erection of a two-storey rear extension. The Old Stables, Castle Hill.

9. Finance

9.1 Income and expenditure and bank reconciliation.

INCOME

No	Amount	From
1	41,382.50	MDDC, precept
2	29,193.64	MDDC, 106
3	130.00	W & T Memorials
4	150.00	Pring & Son
5	8,240.10	MDDC 106 grant
6	.80	Interest, HSBC
7	150.00	Gun club, rent
8	886.69	VAT reclaim

EXPENDITURE

No	Amount	Payee	Reason
1.	948.02	D Evans	Wages and expenses
2.	11.08	HMRC	PAYE
3.	112.50	K Amor	Toilet cleaning
4.	381.28	I Pike	Village maintenance
5.	45.71	Npower	Electricity, toilets
6.	492.32	DALC	Subscription
7.	50.00	Devon Communities Together	Subscription
8.	95.00	ICCM	Subscription
9.	360.00	R Beaver	Longmead, maintenance

BANK RECONCILIATION

Account	Amount
HSBC Community a/c	477.72
HSBC Deposit	94,341.15
Unity Trust Bank current	82.00
Unity Trust Bank deposit	116,173.65
Unity Trust Bank GF	710.97
Unity Trust Bank P3	893.21
Skipton 1-year Bond	86,173.70
United Trust Bank	78,708.72
Total	377,561.12

PROPOSAL: that the income is agreed and the above cheques/payments are paid/agreed.

PROPOSED: Miss Lawrence

SECONDED: Mr Ritchie

DECISION: passed (all in favour).

10. Appoint councillors to committees

<p>PROPOSAL: that the councillors remain unchanged for all the various committees, groups, and roles. This to be reviewed at the next meeting. PROPOSED: Mr Clist SECONDED: Miss Lawrence DECISION: passed (all in favour).</p>	
<p>11. <u>Appoint councillors to working groups</u> See above.</p>	
<p>12. <u>Appoint councillors as representatives</u> See above.</p>	
<p>13. <u>Appoint any new committees</u> See above.</p>	
<p>14. <u>Review representation to external bodies</u> See above.</p>	
<p>15. <u>Review delegation arrangements</u> See above.</p>	
<p>16. <u>Review terms of reference</u> See above.</p>	
<p>17. <u>Future meetings</u> PROPOSAL: that the council meetings remain unchanged i.e. first Wednesday of each month commencing at 7.30pm. The new chair is keen to look at ways to ensure the meetings may end earlier. Due to covid restrictions the council will not meet in June and delegates decision-making to the clerk, in consultation with councillors. PROPOSED: Miss Lawrence SECONDED: Mr Russell DECISION: passed (all in favour).</p>	
<p>18. <u>Standing Orders and Financial Regulations</u> PROPOSAL: that the council continues with the existing arrangements. PROPOSED: Miss Lawrence SECONDED: Mr Povah DECISION: passed (all in favour).</p>	
<p>19. <u>Code of Conduct</u> PROPOSAL: that the council continues with the existing arrangement of using the MDDC code. PROPOSED: Miss Lawrence SECONDED: Mr Povah DECISION: passed (all in favour).</p>	
<p>20. <u>Matters Arising</u> 20.1 Highways – chapter 8 training – Mr Clist had spoken with Highways and was advised that if a chapter 8-trained person set out the necessary equipment (cones, etc.) and completed a risk assessment then a volunteer could paint the fingerposts. 20.2 Fence – Eastlands - Mr Clist had liaised with Mr Povah and a new fence was erected today. Mr Povah asked that Mr Clist thank the officer at MDDC for their cooperation in the matter. 20.3 Play Area – Lower Greenfield - Mr Clist has chased MDDC and we await a response from the legal department with regard to the ‘private’ play area at Lower Greenfield.</p>	

21. County Council Report

Councillor Radford sent the following report before the meeting:-

Fact Sheet

Devon is spending an extra £1.9 million to support child mental health, following the pandemic. The money will be used in a variety of ways including supporting children in schools who have suffered because of the lockdowns and schooling online.

Devon is investing £20 million in Special School places and Education Health & Care Plans. This means, 600 new special school places including new special schools in Tiverton, Newton Abbot and Okehampton. More staff have been taken on to improve the timeliness of Education Health and Care Plans. The Special Education Needs (SEND) transformation program is moving forward with an improved response to children's needs and better communication to parents. Cabinet has taken the decision to bring education support services back in house. This will help with bringing services together to respond more quickly and be far better for parents to access in a one stop shop model.

Public Health Nursing has been brought back in house. The staff vacancy rate with Health Visitors is now 10%, a great improvement. This has meant a far closer working relationship with our Children's Centres. Early Help for families and children is very important, to prevent children coming into care. Because of the pandemic we have taken on 12 more Early Help Co-ordinators to help families find the support they need. There has been a 75% increase in referrals to Early Help because of the Pandemic.

We have recently received a letter from Vicky Ford MP, Parliamentary Under Secretary of State for Children & Families. Extract below.

"It is a little over a year since I wrote following the Ofsted ILACS judgement in 2020. I am encouraged by the reports I have received from Eleanor Brazil to hear about the strong response to Covid-19, as well as the hard work to improve the quality of Children's Services in Devon.

Future months, I feel, may offer some challenge in terms of union demands for significantly increased levels of staff pay. It is not a matter only related to our Council as there will be challenges nationally. In recent years, despite austerity, unions along with staff have been understanding of the significant financial pressures on councils and it is important that there continues to be a full understanding of Council's financial challenges as it seeks to protect all employees moving forward. Much has been done in recent years to improve the situation of those earning the least – predominantly, women. A great deal has been done, too, to reduce the Gender Pay Gap (GPG) and these matters need to be continually addressed moving forward."

Staff in our in-house provision receive great praise from CQC

New Treetops is a Devon County Council run care home currently providing accommodation for people who have been discharged from hospital, and this month has received its CQC inspection report. During the COVID-19 pandemic inspections have continued but new ratings have not been given, therefore the provision remains rated as 'good'. The focus of the inspections during the pandemic has been infection prevention and control. You can read the full report but I've picked out some of the key comments:

- We were assured that the provider was preventing visitors from catching and spreading infections.
- Staff accessed weekly testing. People who used the service were also supported to access regular testing. Any visitors to the service (including maintenance/deliveries and health professionals if needed) followed clear procedures in a separate area to enable rapid testing and screening.
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There has been considerable concern about the safety of 5G, Devon County set up a task force to look into this and has come up with a recommendation as follows;

Write to the Parliamentary Digital, Culture, Media and Sport Committee with copies to the Local Government Association, Public Health England and Devon MPs to request that this Select Committee gives consideration to the earnest concerns expressed by some residents

of this County and beyond about the health and environmental impacts of 5G and supports this Government to address those concerns by providing greater reassurance and evidence to the general public that the technology is safe. If such reassurance and evidence cannot be provided, then we suggest further research is urgently undertaken.

Climate change – as we all know, climate change is a long-term issue and a key focus for us as a Council, as reflected in our commitment and ambition within the interim Carbon Plan. It presents us with an opportunity to connect the Council with young people to care for the environment and help tackle the climate change emergency.

Devon`s first winter action was on 3rd November, but the winter weather did not really start until 25th November and certainly hit with vengeance from Christmas Eve until early March, refusing to completely let go through much of April.

For those that like some statistics:-

- 220,000 km of road salted by 3023 route drivers
- Dartmoor was treated the most on 120 occasions
- Exmouth was treated the least on just 58 occasions
- Over 18,000 tonnes of salt were used (twice that used in each of the last two years)
- Lowest road temperature -7.2°C on Dartmoor on 31st December.
- About 7cm of snow fell on Dartmoor on 4th December.
- nights with roads below -5°C
- Some secondary routes treated on 5 occasions
- 27 requests for salt were received over the past winter delivering 42 tonnes. In addition, 462 requests to refill or repair salt bins were attended to by our contractor.

This year sees us celebrating 10 years of the Snow Wardens Scheme; a scheme that without committed volunteers , would fail to complement our winter service. Without their support over the winter period there could be a significant impact on the network; affecting local communities, vulnerable people and the economy.

22. District Council Report

Councillor Clist reported:-

MDDC is conducting a governance review and a review of planning . Councillor Clist was asked to circulate a written report to councillors before future meetings.

SC

23. Clerk Report

23.1 **Street Names** – new development. Cavanna Homes has submitted names for 3 of the 5 new streets (Dairy, Popham and Beacon) and asked the pc to suggest names for the remaining 2.

PROPOSAL: the pc supports Dairy and Popham but associates Beacon with Culmstock. It puts forward the following, using the original field names of Searles Close and Bean Close and, in addition, suggests Clist Way, in recognition of the work Brian Clist, ex-chairman of the parish council, did for the parish.

PROPOSED: Mr Povah

SECONDED: Mr Russell

DECISION: passed (all in favour). Mr Clist abstained from voting.

23.2 Email from parishioner asking the pc to be the legal entity on a contract with BT reference fast broadband. The pc understands the parishioner is no longer moving forward with this proposal. The pc confirms that whilst it supports the initiative, it will not be the legal entity and financially underwrite the scheme.

SR/
Clerk

23.3 Bin – Longmead Play area – email from parishioner requesting a bin with a lid is fitted at the play area to prevent rubbish from being blown over play area. Mr Ritchie will liaise with clerk about removing the old bin, which is concreted.

PROPOSAL: that the bin is replaced.

PROPOSED: Mr Russell

SECONDED: Mr Ritchie

DECISION: passed (all in favour).

Clerk

23.4	Tree planting scheme – email from MDDC requesting areas in the parish for tree planting. Clerk instructed to submit the turbarry as a potential site.	
24.	<u>Longmead</u>	
24.1	<p>SWW – the clerk confirmed that the claim to SWW for the reinstatement includes £425 towards the trim trail.</p> <p>PROPOSAL: Rather than get a contractor to reinstate the trim trail, the pc retains the £425 and puts it towards the cost of resurfacing the trim trail.</p> <p>PROPOSED: Mr Ritchie</p> <p>SECONDED: Mr Russell</p> <p>DECISION: passed (all in favour).</p>	
	<i>Mr Clist left the meeting</i>	
24.2	<p>Trim Trail – Mr Ritchie explained he had spoken with several contractors and obtained quotations which he had circulated to councillors before the meeting. It was clear that using concrete to resurface the trim trail would be more cost effective than tarmac. Queries were raised about the location of the trim trail (in case a potential skatepark was installed at the northern end of the football fields) and the width of the trim trail was debated.</p> <p>PROPOSAL: the pc asks Mr Ritchie to coordinate the works and uses Jamie Stevens to do the works. It was agreed that the trim trail will be 2 metres wide, with a brushed concrete finish. The route needs to take into account a possible skatepark to the north of the football field and also take into consideration a new bridge over the brook. The trim trail will be resurfaced on the east, west and northern sides. The south end will be left as is. A hard surface can be picked up from the bridge, along the pavement and back in to the car park/pavilion area.</p> <p>PROPOSED: Mr Ritchie</p> <p>SECONDED: Mr Russell</p> <p>DECISION: passed (all in favour).</p>	
	<i>Mr Clist returned to the meeting</i>	
24.3	Skatepark – a meeting has been arranged for 1 st July at 7.30pm.	
24.4	Bridge – Mr Povah confirmed that the wooden bridge across the brook is beyond repair. He is currently obtaining quotations to replace it with a metal one. The bridge will be 1.5m wide to prevent vehicles from being able to drive over it.	
25	<u>Highways</u>	
	Nothing to report.	
26	<u>Cemetery</u>	
	Nothing to report.	
27	<u>Footpaths</u>	
	Mr Povah anticipates the grant from DCC for footpath maintenance will be £1,000 this year.	
28	<u>Commons Management Group</u>	
	Nothing to report.	
29	<u>Village Maintenance</u>	
	Nothing to report..	
30	<u>Garages Youth Project</u>	
	Nothing to report.	
31	<u>Blackdown Hills Parish Network</u>	
	Nothing to report.	
32.	<u>Blackdown Healthy Living & Activities Centre</u>	
	Nothing to report.	
33.	<u>Asset Management</u>	
	Nothing to report.	
34.	<u>Community Land</u>	
	Nothing to report.	
35.	<u>Correspondence</u>	
	Nothing to report.	

36. <u>Public Participation</u> Nothing to report.	
37. <u>PR</u> Nothing to report.	
38. <u>Date of next Meeting</u> Wednesday 7 th July at 7.30pm Parish Hall	

Signed.....Dated.....