



# Hemyock Parish Council

30 October 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, 6 November 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
2	<b>Declarations of Interest/Dispensations</b>	3
3	<b>Public Participation</b> (limited to 10 minutes, 2 minutes per question)	N/A
4	<b>To approve the minutes of the meeting on 4 September 2024</b>	4-12
5	<b>Chairman's Announcements</b>	N/A
6	<b>Finance</b>	13-14
7	<b>Planning</b>  <b>24/01307/FULL</b> 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  <b>24/01565/FULL</b> 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  <b>24/00783/FULL</b> 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	15-16

<b>8</b>	<b>Asset Management Reports</b> Longmead War memorial Cemetery Blackdown Healthy Living and Activities Centre The Parish Store The Commons Public Conveniences Car Park Village Maintenance	17-18
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<b>11</b>	<b>Highways</b> Road Warden Scheme DCC 20mph applications	21-22
<b>12</b>	<b>Police Matters</b> Crime Councillor Advocate Scheme	23
<b>13</b>	<b>MDDC Report</b> Report from Councillor Clist	24
<b>14</b>	<b>DCC Report</b> Report from Councillor Radford	25
<b>15</b>	<b>Public Relations</b>	26
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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 2 October 2024</b>	4-12

**Hemyock Parish Council**  
**Full Meeting**  
**held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 2 October 2024**

**Present**

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

Councillor Doble opened the meeting at 7.30pm.

**1. Apologies**

Apologies had been received from and Councillors Lawrence, Matthews, Moon 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:

- Cavanna Homes – public access to private roads on the development, safety concerns over the attenuation pond and access to the community land  
It was noted that the Parish Council were not responsible for private roads on the estate or the attenuation pond and the process of the Parish Council taking over the community land was ongoing.
- Station Road – hedges and overhanging branches  
It was noted that hedges and overhanging branches were the responsibility of the landowner.
- Longmead – proposed changes to the Longmead building and the potential of a café to mitigate losses and put the finances on a more stable footing and implications to existing users. Concerns were expressed how a commercial café would run alongside existing clubs use of the facilities.
- Castle Gate – hedges
- Social Media – Traffic Orders to be on the website and social media
- Longmead environmental area – the current volunteers were looking to step down from the role and asked for the Parish Council’s assistance in finding replacements. In addition, the pond was drying out but, at present, the cost of using water from the leat to maintain it was too expensive for the resultant benefit. There was a lack of general support but assistance had come from the Beavers, Scouts and Greendale
- Purple Peril – the structure was in need of maintenance and there was a problem with graffiti and litter.
- Trees overhanging St Margaret’s Brook – the trees were depriving the brook of light

The Chairman thanked the current volunteers at the Longmed environmental area for their hard work over the past seven years.

**4. To approve the minutes of the meeting on 4 September 2024**

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

**PROPOSER:** Councillor Ward

**SECONDER:** Councillor Summers

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 advised that he had no announcements to make.

**6. Finance**

Councillor Summers advised that the Finance Committee would next be meeting in November to consider the budgets and precept.

The External Auditor had signed off the Parish Council's accounts as being in order. The use of Scribe was facilitating the keeping of accounts and budget monitoring.

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

The bank statements were not available when the agenda was prepared and thus the information was provided at the meeting as follows:

**INCOME**

Account ending 1298	Charge reversal	£ 20.80
Account ending 1311		£ 5.15
Account ending 1324	Pizza van	£ 20.00
	Interest	£774.04
Account ending 1308	Interest	£ 8.92

There was a transfer of £5000 between the deposit account and the current account.

**EXPENDITURE – Invoices received 2024/25**

Invoices to pay in October:

No	Amount	Payee	Reason
1.	135.00	E Ingledew	Cleaning public conveniences
2.	286.25	I Pike	Village 142.50. Cemetery maintenance £143.75.
3.	657.34	S McGeever	Clerk's wages (Payroll 30/9/24)
4.	6.00	GiffGaff	PC phone paid by S McGeever
5.	18.00	S McGeever	Travel expenses – September
6.	164.40	HMRC	PAYE
7.	64.00	MDDC	Car park rates - October
8.	24.00	BHLAC	Meeting rooms invoices sent out 30/9/24
9.	480.00	J Stevens	Connecting the Culm (reimbursed by DRIP)
10.	504.00	PKF	External audit
11.	881.40	A Brooke	Longmead grass
12.	792.00	Scribe	Accounts package
13.	50.00	CPRE	Membership Direct Debit
14.	52.00	R Taylor	Strimming
15.	1110.00	Benchsveys	Topographical survey
16.			

The Parish Council's previously approved contribution to Hemyock Day would also be included in the payment schedule.

EDF Energy DD for Public Conveniences

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

**PROPOSER:** Councillor Doble

**SECONDER:** Councillor Ward

It was RESOLVED to make the payments.

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

## Bank Reconciliations

September 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 31/08/2024	Monies in	Monies out	Closing balance 30/9/24
Unity Trust Bank current 298	3280.84	5020.80	8002.56	299.08
Unity Trust Bank deposit	113026.59	794.04	5000.00	108820.63
Unity Trust Bank GF	742.84	5.15		747.99
Unity Trust Bank P3	1286.42	8.92		1295.34

### 6.2 To receive an update on the application for bank cards

Since the paperwork was first completed, the forms have been changed and the new forms have been completed and signed and will be forwarded to the bank.

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

Unity Trust Bank  
United Trust Bank  
Nationwide  
Cambridge  
Skipton  
HSBC  
Lloyds – Poor Charity

The forms have all been emailed or posted to the banks and responses are awaited.

### 6.4 To receive information on S106 monies

The possibility of additional funding towards the cost of the trim trail project is ongoing.

### 6.5 Funding for the Skatepark

At its meeting on 11 July 2024, the Finance Committee had made a recommendation to the Parish Council to put aside £25,000 from the Skatepark.

The Skatepark had put forward a request for a sum of £30,000 so that the sum represented 10% of the proposed costs.

Following discussion Councillor Clist put forward a proposal.

**PROPOSAL:** The sum of £25,000 be set aside for the Skatepark at this meeting and that the Finance Committee consider the request for an additional £5,000 at their next meeting.

**PROPOSER:** Councillor Clist

**SECONDER:** Councillor Ward

It was RESOLVED to set this sum aside with two abstentions.

**Action:** Clerk to add to the budget.

## 7. Planning

**Councillor Clist did not participate or vote in Item 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

Site Vicinity Grid Ref: 314653 / 110734  
Parish: Hemyock 26

**PROPOSAL:** The Parish Council is content with the application subject to the former application being extinguished as advised by the applicant on the application form.

**PROPOSER:** Councillor Povah

**SECONDER:** Councillor A Doble

It was RESOLVED that the Parish Council was consent with the application. Councillor P Doble abstained from the vote and as given above Councillor Clist did not participate in the discussion or vote.

**Action:** Clerk to submit response

#### **24/01330/HOUSE**

Proposal: Erection of replacement conservatory

Location: Cheritons Culmstock Road Hemyock

Site Vicinity Grid Ref: 313095 / 113401

Parish: Hemyock 26

**PROPOSAL:** The Parish Council is content with the application given that the replacement conservatory occupied the same footprint as the original.

**PROPOSER:** Councillor Ward

**SECONDER:** Councillor Summers

It was RESOLVED that the Parish Council was consent with the application. As given above Councillor Clist did not participate in the discussion or vote.

**Action:** Clerk to submit response

#### **24/01352/FULL**

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

Site Vicinity Grid Ref: 313757 / 113123

Parish: Hemyock 26

Councillor P Doble put standing orders down to allow the agent to address the Parish Council.

The application was for four 3-bedroomed detached bungalows. The design was in keeping with surrounding properties and would provide adequate parking and garages. The use of this disused site was in line with MDDC policy.

Councillor P Doble re-instated standing orders.

The Parish Council noted that the applicant was working with Devon County Council regarding concerns over possible archaeological remains and trial trenching would be taking place.

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

**PROPOSER:** Councillor Povah

**SECONDER:** Councillor A Doble

It was RESOLVED that the Parish Council was consent with the application. As given above Councillor Clist did not participate in the discussion or vote.

**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:-

##### **24/01086/FULL – APPROVED – 20 September 2024**

Proposal: Removal of condition 12 of planning permission 22/01635/FULL (Erection of dwelling and attached garage with associated external landscaping) - No excavation works within 2m

Location: Bailey Lodge Culmstock Road Hemyock Cullompton

**24/00932/FULL – APPROVED – 24 September 2024**

Proposal: Formation of parking areas; relocation of existing shepherds hut; the siting of one additional shepherds hut and 2 BBQ accommodation huts with associated facilities

Location: Wildside Experience Hemyock Cullompton 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

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**

The setting up of a Working Group had been covered under Item 5.

**8.1 Longmead**

The Clerk advised that the review of the constitution, provision of the committee structure and terms of reference was ongoing and related to the Working Group.

**LIGHTING**

The Longmead Committee were investigating the lighting for the Hemyock Muga to respond to the Parish Council's questions.

**GRASS CUTTING**

Councillor P Doble advised that the robot mower was still being used on site but was only cutting the pitches themselves.

The Clerk was in the process of organising site visits and obtaining three quotes for a) robot mowers and b) ground contractors to maintain Longmead.

The quotes would be considered by the Finance Committee at its November meeting. In the meantime, the Clerk was asked to get a contractor in to cut the grass in the interim as and when require.

**Action:** Clerk to bring costings to the Finance Committee

Councillor Povah advised that Mr Thompson had volunteered to trim areas in the village to remove brambles etc.

**Action:** Clerk to organise the signing of a volunteer form

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**IMPROVEMENTS TO LONGMEAD PAVILLION**

Councillor P Doble put standing orders down to allow for discussion on Longmead.

Longmead was currently not financially viable and had lost £2000 in the last year. The committee were looking at ways to increase revenue.

A proposal for improvements to the facilities for existing users (sports clubs) and to introduce a café. Existing clubs were concerned that they would not be able to prepare match food as if the kitchen was contracted out, the contractor would not wish other people to use the kitchen to Food Hygiene Regulations and allergen concerns.

The Parish Council were responsible for the general maintenance of the building and internal fittings together with the maintenance of the grounds.

The Longmead Committee were responsible for the costs of running of the building and organising its usage obtaining income from resident clubs.

There were two issues

- a) The refurbishment of the building and
- b) The introduction of a commercial café which would need to go out to tender once the works had been completed

The Clerk was awaiting responses from the insurance company and planning on permissions required and potential rates issues.

**Action:** Bring to next meeting

Councillor Summers advised that the Finance Committee had requested a business plan to understand how the improvements and café would increase revenue and the period to recoup expenditure.

Councillor Povah felt any improvements would need to include materials to absorb sound as the building resonated.

Councillor P Doble re-instated standing orders.

## **8.2 War memorial**

Councillor Povah advised that he had received two quotes and was still awaiting a third.

The two quotes had been included in the agenda for the meeting and the Parish Council considered that best endeavours had been used to obtain three quotes and that a decision should be made at the meeting. Both quotes used the same specification.

**PROPOSAL:** The Parish Council are in favour of accepting Quote 2 for the sum of £2898.00 to refurbish the War Memorial as outlined in the approved planning application.

**PROPOSER:** Councillor Povah

**SECONDER:** Councillor P Doble

It was RESOLVED that the Parish Council would accept Quote 2 for the required works.

**Action:** Councillor Povah

## **8.3 Cemetery**

Councillor Clist advised that quotes for the fencing to extend the cemetery were still awaited. There was a potential to re-purpose the back fence to extend the existing boundary fence to take in the extension.

Councillor Clist was looking to organise a cemetery meeting.

Councillor Clist reported that the hedge by the Cavanna homes was the responsibility of the development's management committee.

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

Councillor P Doble advised that the Blackdown Healthy Living and Activities Centre were looking for funding of £1000 towards the fuel costs for the Food Save Community Larder. The larder had moved 10 tons of food at an estimated value of £36,000. The Community Larder did have a donation box but did not request payment for the goods and did not wish to do so but there were costs involved.

Given the request for funding had not been on the agenda, it was referred to the Finance Committee and the Trustees of the Peter Holway Charity. The BHLAC were asked to provide a figure for the monies raised from the Donation Box.

It was noted that this might be something that could be funded through DCC's Locality Budget.

The Parish Council currently paid for the hire of the room.

The BHLAC were also looking to purchase two wheelchairs and again it was suggested that the DCC's Locality Budget may be a possible avenue of funding.

## **8.5 The Parish Store**

Councillor P Doble advised there was nothing to report.

## **8.6 The Commons**

Councillor Moon had advised that the Clerk that the Commons Management meeting was been postponed to the New Year.

### **8.7 Public Conveniences**

The Clerk was awaiting three quotes for the refurbishment of the toilet affected by the fire.

**Action:** Clerk

### **8.8 Car Park**

Councillor Povah advised that there was nothing to report and no date had been received for the re-surfacing.

### **8.9 Village Maintenance**

Maintenance continued around the parish.

Councillor Povah was looking into the bench repairs.

**Action:** Councillor Povah/Clerk

## **9. Project Reports**

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

Councillor Matthews had sent in the following report:

1. Topographical survey has now been done for the land – report expected 27/9/24, this would allow the drainage survey to be carried out.
2. Negotiations on access were ongoing.
3. Cavanna in contact with clerk over handover.
4. FFPL grant – too many uncertainties to progress within this grant window.

### **9.2 Station Road Pavement**

Report from Councillor Povah

Progress was being made with Councillor Povah receiving confirmation from the various homeowners that they were happy for the project to proceed. The solicitors have been asked to chase the homeowners solicitors to the paperwork.

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

The Clerk advised that the

- The Claim form for reimbursement of works done at Shuttleton completed.
- The Form for Flood Work at Longmead had been completed.
- Connecting the Culm were awaiting feedback from the company providing the web cameras.

## **10. Community Matters**

### **10.1 Garages Youth Project**

In the absence of Councillor Matthews, the Clerk advised that Mr Pike had been requested to look at the guttering.

### **10.2 Hemyock Community Larder**

See BHLAC report above.

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

Councillor Povah advised that the bridge on Footpath 19 was in serious need of repair and Devon County Council had been informed and repairs would be carried out.

## **11. Highways**

Road Warden Scheme

Councillor A Doble had completed the online training and Chapter 8 training was being arranged.

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.

## **12. Police matters**

### **12.1 Crime**

ASB at the Public Conveniences had continued and was being monitored.

### **12.2 Councillor Advocate Scheme**

Councillor Clist advised he had nothing to report.

## **13. MDDC Report**

Councillor Clist gave a verbal report on the following topics:

The Culm Garden Village would be going ahead with a total of 5500 houses being built, however, there was likely to be a shortfall in the 5-year land supply by 2100 homes. It was likely the Blackdown Hills National Landscape area would escape large scale development. Lord Best's report addressed housing needs and there was a shortage of affordable housing and social housing.

The scrapping of the Winter Fuel payments meant that MDDC were targeting about 40,000 pensioners that they believed could be eligible for Pension Credit. The Household Support Fund would continue to 31 March 2025.

Modular developments would continue with a view to providing socially rented homes for care leavers.

He had met with Richard Foord MP and Rachel Gilmore MP to discuss the economy employment.

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## **14. DCC report**

Councillor Radford had submitted a report and advised that he was meeting with the Neighbourhood Highways Officer and would be able to raise issues such as hedges and potholes. He recommended that the PC write to homeowners and if the problem persisted then DCC could cut down hedges and charge for the service.

Applications for the Locality Budget had been processed and asked that the BHLAC contact him regarding the wheelchairs and he could also consider requests from other organisations in the village.

Cullompton and Tiverton were designated to see population growth with Cullompton growing from 8000 to 18000 and Tiverton from 22400 to 30000 by the year 2030.

## **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 met on an informal basis to review all documentation to date and look at potential funding (notes circulated). It is hoped Councillor Summers will be the Chair.

Funding applications will be started for the Lottery and Crowd Funding.

### **Peter Holway Trust**

The Annual Return to Charities Commission had been filed.  
The Land Agent instructed regarding the rent review for 2025.  
A meeting of the Trustees would be called to discuss how to allocate funds.

## **Mid Devon Corporate Plan**

The plan had been approved.

**Pavements**

A resident has raised the state of the pavements.

**Broken rail on the footbridge**

Mr Pike was actioning.

**Emergency Plan**

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

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

Councillor Clist advised that he was working with MDDC to establish who owner the Shutlake and asked for one minutes silence at the next meeting for Mrs Ann Kelf.

Councillor P Doble confirmed that a birthday card had been sent to a resident who had celebrated their 100<sup>th</sup> birthday.

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Councillor Povah advised he was looking at the ownership surrounding Ransom Strips in the parish with a view to creating an entrance into Longmead.

Councillor Summers raised the issue of additional support for the Clerk and Councillor P Doble advised that Councillor Talbot and the Clerk were looking into the assistance needed.

**18. Items for the next agenda**

Councillor P Doble asked that Councillors submit their reports in a timely manner for the agenda. Financial decisions could not be taken unless requests and or quotes were received in advance.

Councillor Clist raised the amount of time allocated to the Public Forum at this meeting and asked that comments be capped to the published time.

The Clerk was asked to ensure that a reminder for reports went out a week before the agenda was being prepared for publication.

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

The next meetings were as follows:

6 November 2024

20 November 2024 - Finance Committee

4 December 2024

The Chairman closed the meeting at 9.30pm

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

ITEM		PAGE
6	<b>Finance</b>	13-14

**6.1 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.	127.50	E Ingledew	Cleaning public conveniences
2.	417,22	I Pike	Cemetery £225 Village maintenance £180 Timber £12.22
3.	TBA	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.	TBA	HMRC	PAYE
7.	64.00	MDDC	Car park rates - October
8.	TBA	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.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			

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.

Bank account	Closing balance 30/09/2024	Monies in	Monies out	Closing balance 31/10/2024
Unity Trust Bank current 298	299.08			
Unity Trust Bank deposit	108820.63			
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.

**6.2 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 – complete (signatory information)

United Trust Bank – documentation to sign

Nationwide – PL has documentation to sign

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

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

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

- the Lights Brigade

- CHAT

**6.6 Approval of MDDC Grass Cutting Charges**

Grass cutting charges in Hemyock for 2025-2026 in order to assist in your budget setting.

The charges are based on; your 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 your contribution for 2025-2026 will be:

£1284.24 ex. VAT

**6.7 Devon Communities Together**

Membership fee by Direct Debit £50.00

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

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

ITEM		PAGE
7	<b>Planning</b>	15-16

**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

Revised Drawings

Deadline for comments: 5 November 2024 – Decision deadline 6 November 2024

The Parish Council supported the application when it was consulted for the first time. There are no material changes to the proposal. The only change is the extent of the red line on the Site Location Plan (SLP) to include an area designated for the Biodiversity Net Gain (BNG). Despite the BNG area is shown in the Figure 1 and 2 in the BNG Assessment report it also must be shown on the SLP as per the BNG Legislation requirements. The Local Planning Authority must re-consult proposals if there are any changes to the extent of the red line on the SLP even if the principle, design, etc. of the scheme does not change.

**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

Deadline for comments: 13 November 2024

**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

Change of Description and Revised Drawings

Deadline for comments: 18 November 2024

**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.

ITEM		PAGE
8	<b>Asset Management Reports</b>	17-18

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

### **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.

Planning permission is required for any external alterations including doors.

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

The Finance Committee will hear a business plan brief on the potential alterations on 20 November 2024.

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 robot mower at Longmead and/or contractor costs. Quotations ongoing together with defining the area that robot mower cannot cut.

Quote 1

Quote per cut £180 with strimming £210

Quote 2

The grass on, around the pitch, and the perimeter of the tennis courts will be cut 18 times per year.

March-October inclusive. Cost £3060

Additional cuts at £170.00

MDDC and another local contractor have been asked to quote.

Meetings are being set up with two other robot mower companies as they wish to view the area before quoting.

### **8.2 War memorial**

Update from Councillor Povah

### **8.3 Cemetery**

Report from Councillor Clist

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

No date for the re-surfacing has been received.

### **8.9 Village Maintenance**

Report from Clerk

Maintenance continues around the village.

### **8.10 Ground Maintenance**

A complete ground maintenance plan has been found on file. It is suggested that this is reviewed with a view to rationalising its content.

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9	<b>Project Reports</b>	19

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

Report from the Clerk

- A quote is awaited for the full drainage survey
- The signs have been removed from the cemetery fencing
- Email sent to Cavanna regarding private roads and fencing for the attenuation pond – chasing email sent as no response
- Trees on Cavanna land near Longmead
- Email sent to solicitor for update on progress with the handover

Report from Councillor Matthews

### **9.2 Station Road Pavement**

Report from Councillor Povah

Owners have requested a timescale for the works from the start date to finish date.

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

Claim form for reimbursement of works done at Shuttleton completed.

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.

If your parish is a member of the BHPN there is no charge (non-member Parish Councils will get it free upon joining) for participation in this initiative, but you will have to ensure that the camera is insured for the duration of the loan (approximately £3)

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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 being arranged.
- 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

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

#### **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. Transport and connectivity have a vital role in helping make Devon and Torbay the best place to grow up, live happily and healthier, and prosper.

Our vision is that transport will facilitate sustainable growth and support reaching net zero carbon by 2050 at the latest. Well-integrated, accessible, and inclusive transport will improve travel choice and benefit the health and wellbeing of everyone.

There are six objectives underpinning the LTP to achieve this vision:

- Decarbonisation
- Easier Travel
- Reliable and Resilient
- Unlock Development
- Greater Places for People
- The Place to be Naturally Active

The draft Local Transport Plan document will be made available alongside other supplementary materials on the [Transport and roads Archives - Have Your Say \(devon.gov.uk\)](https://www.devon.gov.uk/transport-roads-archives) webpage from **1st October 2024**.

#### **Have Your Say**

The consultation will take place between **1st October and 30th November 2024**. During this time, we will be inviting people to submit their views through an online questionnaire, which can be found on the [Transport and roads Archives - Have Your Say \(devon.gov.uk\)](https://www.devon.gov.uk/transport-roads-archives) webpage.

If you would rather provide a written response by email, then please send this to [transportplanning@devon.gov.uk](mailto:transportplanning@devon.gov.uk)

Printed versions of the draft Local Transport Plan document, other supplementary materials, and the feedback questionnaire will also be available in all libraries in Devon and Torbay from **1st October 2024**.

#### **Webinars**

We are hosting two online webinars for stakeholders as part of the consultation.

Come along to learn more about the content of the Devon and Torbay Local Transport Plan and ask the project team any questions you may have.

The online webinars for stakeholders will take place on **Tuesday 8th October 4-5pm** and **Monday 18th November 4-5pm**. Please sign up for online webinars via the following links:

- Monday 18<sup>th</sup> November 4-5pm: <https://events.teams.microsoft.com/event/552523b5-bb1a-4ded-9eb4-7b94b094a70b@8da13783-cb68-443f-bb4b-997f77fd5bfb>

Devon Countywide Local Cycling and Walking Infrastructure Plan (LCWIP) public consultation, starting tomorrow (1 October 2024) until 30 November 2024. This has been aligned with the public consultation ongoing for the Devon and Torbay Local Transport Plan 4 (LTP4).

The requirement for Local Authorities to produce LCWIPs is set out in the [Government's Cycling and Walking Investment Strategy](#). Developing an LCWIP follows a standard process of identifying cycling and walking improvements and strengthens Devon County Council's position to bid for future funding.

Devon County Council has three existing LCWIPs already adopted (*Exeter LCWIP*, *Heart of Teignbridge LCWIP* and *Barnstaple with Bideford and Northam LCWIP*) and two more in development (*Cullompton and Tiverton LCWIP* and *Clyst Valley and New Communities LCWIP*). The Countywide LCWIP will complement these existing LCWIPs. It develops upon the existing [Multi-Use Trail \(MUT\) Strategy](#) to identify potential high-level routes for connecting market towns and smaller communities across the county. This will help to inform active travel's place in the emerging Devon and Torbay Local Transport Plan 4 (LTP4) and will be one of the key documents feeding into its development.

Following the identification of key desire lines, 10 routes for improvement are proposed as part of the LCWIP. This aims to focus investment on corridors identified as having high demand or are forecasted to have high potential for active travel. The LCWIP does not include detailed plans for every route or identify every aspiration for active travel improvements across the county. The routes are set out in an east-to-west order, relative to their geography:

- Route 1: Tarka Trail (Knowle to Willingcott)
- Route 2: Ruby Way (Holsworthy to Hatherleigh)
- Route 3: Clearbrook to Roborough
- Route 4: Yealmpton to Newton Ferrers
- Route 5: Ashburton to Buckfastleigh
- Route 6: Boniface Trail
- Route 7: Teign Estuary Trail
- Route 8: Otter Trail
- Route 9: Sidbury to Sidford
- Route 10: Beer to Axminster and Uplyme

The current engagement period is a chance for the public and stakeholders to feedback on the proposed routes and propose alternative routes for consideration.

Full details about the engagement process, and all of the proposals, will be available on our website: [devon.cc/devon-lcwip](https://devon.cc/devon-lcwip). The engagement period will close on **Saturday 30 November**.

We would like to speak to you as a stakeholder who may have a particular interest in the LCWIP or a route within it. We plan to hold a stakeholder specific webinar on **Wednesday 30 October at 15:30**. This will be held via *Microsoft Teams*, and will consist of a presentation followed by an opportunity to speak to the project team and ask any questions you may have. If you would like to attend this event, please register [here](#).

If you are unable to attend this webinar but would like to speak to our project team about the LCWIP, please get in touch and we can arrange a meeting at a time that suits you.

If you wish to comment on proposals, please contact us before the closing date by completing the questionnaire available on our website, by writing to the below address, or by emailing us at [transportplanning@devon.gov.uk](mailto:transportplanning@devon.gov.uk).

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12	<b>Police Matters</b> - Councillor Advocate Scheme	23

**12.1 Crime**

ASB at the Public Conveniences and around the parish

**12.2 Councillor Advocate Scheme**

Report from Councillor Clist

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13	<b>MDDC Report</b>	24

MDDC report from Councillors Clist/Bradshaw

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14	<b>DCC Report</b>	25

DCC Report from Councillor Radford

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15	<b>Public Relations</b>	26

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>	27

Items received have 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.

### **Peter Holway Trust**

Land Agent has inspected the subject land and believe the market rental value to be in the region of £180 per acre.  
Need to have a mtg of the Trustees to discuss how to allocate funds - £10K in the pot.

### **Devon Countryside Access**

The Devon Countryside Access is advertising opportunities to become a member. The Devon Countryside Access Forum (DCAF) is a local access forum under the Countryside and Rights of Way Act 2000 (CRoW Act). Its statutory remit is to give independent advice “as to the improvement of public access to land in the area for the purposes of open-air recreation and the enjoyment of the area...” Section 94(4) of the Act specifies bodies to whom the Forum has a statutory function to give advice.

The DCAF currently has nineteen members, appointed by Devon County Council, who represent the interests of landowners/managers, access users and other relevant areas of expertise such as conservation and tourism.

The Forum deals with a wide range of recreational and functional access-related matters, giving advice to councils as well as local and national organisations. During the past year, this has included comments on proposed walking and cycling schemes, new woodlands, Local Plans, disability access improvements and common land proposals. There is also scope to develop a proactive agenda as well as responding to consultations.

I should be grateful if you could publicise this. Applications are welcome from anyone with interests in land management, recreational access or other relevant interests. The Devon Countryside Access Forum website for further information is [www.devon.gov.uk/dcaf](http://www.devon.gov.uk/dcaf)

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**

This autumn the directors of the Blackdown Hills Beer Festival are again inviting applications for grant money from community music groups in the Blackdown Hills.

The Festival was originally set up to fund music in the Blackdown Hills and gave many thousands of pounds to local schools, music groups, choirs, etc. The Trust give grants once a year, in accordance with its objects: for the public benefit, to support the education, learning and appreciation of music in the Blackdown Hills (Area of Outstanding Beauty), including financial support for teaching music, providing musical instruments, public workshops or events related to music.

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.

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19	<b>Date of the next meeting</b>	28

Dates of the next meetings:

- 4 November 2024 – Skatepark Committee
- 20 November 2024 - Finance Committee
- 4 December 2024
- (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