



Hemyock Parish Council

26 March 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, 2 April 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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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).

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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

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4	To approve the minutes of the meeting on 5 March 2025	4-13

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

Present

Councillors P Doble (Chair), A Doble, Lawrence, Moon, Summers, Talbot and Ward together with Parish & District Councillor Clist, County Councillor Radford and Mrs S McGeever (Clerk) and members of the public.
Councillor P Doble opened the meeting at 7.30pm.

1. Apologies

Apologies had been received from Councillor Povah together with District Councillor Bradshaw.
Councillor Matthews had resigned from the Parish Council

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:

- The Royal British Legion thanked the Parish Council for its donation (see Finance) and outlined the proposed events for VE Day 80. A full itinerary would be provided to the Parish Council for publication. The proceeds from the event would go to the RBL.
- The Blackdown Support Group gave a synopsis of the acquisition of a property to provide office space. The initial work had been completed and the group had moved into the premises in January. Further office space would be developed and this might become a work hub. The acquisition had changed the financial make-up of the group and further funds needed to be raised to meet running costs. They would be reaching out to all local parish councils to consider raising the grant amounts offered. A formal request would be submitted utilising the grant paperwork on the website to be considered by the Finance Committee.
- The 1st Hemyock Scout's were seeking a donation towards the £20,000 cost of taking all scouts to Denmark on a cycling trip as well as developing an area of land being leased from the John Griss Charity in Clayhidon for a peppercorn rent. A formal request for £1000 would be submitted utilising the grant paperwork on the website to be considered by the Finance Committee. A series of fund-raising events had been planned.
- In response to a query, the Parish Council confirmed the grass in the cemetery extension would be mown rough.

4. To approve the minutes of the meeting on 5 February 2025

PROPOSAL: The council minutes of 5 February 2025 are approved as a true record of the meeting.

PROPOSER: Councillor Clist

SECONDER: Councillor Moon

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 asked councillors to consider a talk by MDDC Councillor Bradshaw on Net Zero as a key element of the Annual Parish Meeting and, subject to her availability, this was agreed.

It was also felt that the provision of food increased attendance. The date of the meeting was 14 May 2024.

Action: Clerk to contact the various parties

6. Finance

6.1 Report from the Finance Committee

Councillor Lawrence advised that the Finance Committee had put forward a number of proposals 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.

Given that the Skatepark Committee had been unsuccessful in their bid for lottery funding, it was understood that a meeting with the supplier, Maverick, was being set up. For this reason, a decision was deferred until the result of the meeting was known.

Cemetery fees

PROPOSAL: The Finance Committee, following a comparison with Willand, recommends to the Parish Council that the Hemyock charges are increased as follows:

Internment Charges from £300 to £360 (parishioner) and from £600 to £720 (non-parishioner) and

Cremation Charges from £175 to £200 (parishioner) and from £350 to £400.

The other charges were more in less in line.

PROPOSER: Councillor Lawrence

SECONDER: Councillor A Doble

DECISION: All in favour

Councillor Lawrence advised that one internment of ashes had taken some time to arrange and given that it would now not take place until May 2025, she felt the 2024 cemetery fees should apply.

PROPOSAL: The 2024 fees are used this internment.

PROPOSER: Councillor Lawrence

SECONDER: Councillor Clist

DECISION: All in favour

Building maintenance

Councillor Lawrence advised that the Finance Committee advised that it was important that the builders were adequately insured thus rebuild costs are increased by 10-15% in 2025.

Councillor Clist asked who were the insurances and the Clerk advised that the Parish Council used Gallaghers to achieve the best price.

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

PROPOSER: Councillor P Doble

SECONDER: Councillor Clist

DECISION: All in favour

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.

PROPOSAL: The lights at the MUGA be replaced utilising the quote received for the lights and volunteer labour.

PROPOSER: Councillor Lawrence

SECONDER: Councillor A Doble

DECISION: All in favour

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.

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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 and a formal invitation would be issued.

Councillor P Doble advised that he was going to a meeting at the school on 11 March 2025.

CCTV at BHLAC

Councillor Lawrence advised that the BHLAC had provided four quotes for CCTV cameras.

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.

PROPOSER: Councillor Lawrence

SECONDER: Councillor Moon

DECISION: All in favour

Donations/Grants

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

PROPOSER: Councillor Lawrence

SECONDER: Councillor Talbot

DECISION: All in favour

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

Action: Clerk

Flood cameras

The Clerk advised that she has contacted the company involved and was awaiting information from them with regard to ongoing costs. She understood that they would be visiting the 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 Clerk had circulated updated financial information following the end of month.

INCOME (February)

Account ending 1329 PROW £700.00

Account ending 1308

Account ending 1311

Account ending 1324 Pizza van £ 20.00

 Cemetery £120.00

£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.	702.61	S McGeever	February wages
5.	175.80	HMRC	PAYE
6.	46.00	S McGeever	Cemetery book
7.	27.00	S McGeever	Mileage (3 visits 60x0.45)
8.	60.00	A Doble	Cutting of cemetery extension grass
			Page 172
9.	600.00	PUMP	Additional grant towards increase costs
10.	64.00	MDDC	Car park rates On Direct Debit
11.	1283.08	Prettejohn	Longmead grass cutting
12.	2462.78	R&W Brooke	Garages lease and insurance April 24-26
13.	1803.00	R&W Brooke	Garages lease and insurance April 22-24
14.	24.00	BHLAC	Meeting rooms

No	Amount	Payee	Reason

ICO

Data protection fee - we will collect your direct debit on or before 05/02/2025 £35

Other charges in February

Bank charges £7.35

EDF energy £25.69

Councillor Lawrence requested that payments decided at a meeting but not listed in the table above be included in the table.

Action: Clerk

PROPOSAL: The payments listed above be paid.

PROPOSER: Councillor Lawrence

SECONDER: Councillor P Doble

DECISION: All in favour

Bank Reconciliations

The bank reconciliation was as follows:

Bank account	Closing balance 31/01/2025	Monies in	Monies out	Closing balance 28/02/2025
Unity Trust Bank current 298	6459.74	5700.00	8936.24	3223.50
Unity Trust Bank deposit	134189.54	140.00	5000.00	129329.54
Unity Trust Bank GF	753.00			753.00
Unity Trust Bank P3	1304.02			1304.02

No income had been received for the other bank accounts.

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

The application had been re-submitted.

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

The Clerk advised as follows:

Unity - completed

United Trust Bank - completed

Nationwide – a letter to be signed by the Chairman had been brought to the meeting

- Councillor Talbot did not believe she has a Nationwide account.

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 P Doble to verify dormant account

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Lloyds – Poor Charity

Bring forward to the next meeting when the resignation of Corinne Matthews would be discussed and her roles allocated.

6.5 To receive information on S106 monies

The Clerk advised that the invoices relating to the trim trail had been sent to S106.

There was the possibility of additional funding when the developer paid in the funds.

6.6 Clerk's Annual Review

Councillor P Doble advised that the review would take place following this meeting and a report given to the next meeting.,

6.7 Cemetery Rule Book

The Clerk had purchased the Cemetery Rule Book.

7. Planning

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

Councillor Moon left the room for this discussion and Councillors Clist and P Doble did participate in the discussion.

PROPOSAL: The Parish Council is content with the application.

PROPOSER: Councillor A Doble

SECONDER: Councillor Lawrence

DECISION: Agreed with the three abstentions listed above

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

PROPOSAL: The Parish Council is content with the application.

PROPOSER: Councillor Summers

SECONDER: Councillor Talbot

DECISION: Agreed with one abstention

MDDC Call for Sites

Mid Devon District Council had launched a Call for Sites 06 February – 14 March 2025 as the number of houses to be build had increased from 346 to 571 homes.

The Parish Council noted the need for housing in the correct locations.

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

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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.

8. Asset Management Reports

The Clerk referred to the agenda:

8.1 Longmead

Tidying up Longmead

Councillor Povah had sent an email to cover the works he was undertaking. The work to tidy Longmead take place during March.

Grass cutting at Longmead

The Clerk had brought the contract for the robotic mower to the meeting.

PROPOSAL: The Clerk should sign the contract

PROPOSER: Councillor P Doble

SECONDER: Councillor Talbot

DECISION: All in favour

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 – invoice awaited

Trees overhead the stream

Councillor Ward has asked who owned the hedge between Longmead and the Industrial Estate and the Clerk was investigating. There were some trees with ash die back. He had met two of the tree contractors and asked for any tree works to be quoted for separately from the works to cut back overhanging branches. There was not a great deal to do and it should be carried out before 1 April.

Improvements at Longmead

The Clerk understood that discussions were ongoing with the insurance company regarding any additional premium to the policy whilst the work was undertaken.

Bins

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

Action: Clerk to ascertain costs

LEAP

A request for funds would be put on the agenda of the next meeting. It was felt that the call for volunteers could be made at the Annual Parish Meeting.

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8.2 War memorial

Councillor Povah's email advised that the work would be starting in April.

8.3 Cemetery

Councillor Doble reported as follows:

The grass in the extension has been cut – See Finance

Fencing

The fencing was due to be undertaken in early March.

Taking down the trees

Councillor Doble advised he did not have the time to meet the tree contractors and Councillor Ward took over the role.

Spoil Tip

Spoil tip also needs to be removed.

Bier House

The Clerk was asked to obtain quotes for refurbishing the Bier House.

New Path

The new path could not be considered until the exchange of the Cavanna Land.

8.4 Blackdown Healthy Living and Activities Centre

The Clerk reported as follows:

Accident and damage

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

River bank at the BHLAC

The visit from geomorphologist was awaited.

Oil tank at the BHLAC

Councillor Povah had authorised the work to bring the oil tank up to specification.

Councillor Lawrence advised that the electric vehicle would be received in the near future and thanks should to the Blackdown Hill Parish Network.

8.5 The Parish Store

Councillor P Doble advised there was nothing to report.

8.6 The Commons

Councillor Moon advised that there was still a Commons Management meeting to be organise and felt a date in April when a commons visit could be included.

8.7 Public Conveniences

Councillor Povah had had the keys cut and would then meet contractors to repair the Public Convenience.

8.8 Car Park

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

The possibility of electric car chargers funded through DCC was being pursued and the Clerk had attended an online meeting and further information was awaited.

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8.9 Village Maintenance

Councillor Povah had authorised the work to mend the fence between the church and stream.

Mr Pike would deal with the ivy on the windows of the Parish Store.

The mirror at the end of Withy Lane had been ripped down. It had been arranged by a parishioner and was unlikely to be replaced.

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 (Cavanna)

The Clerk reported as follows:

- The Land Registry document has been re-sent to the solicitors and the exchange was taking place
- Foot Anstey were considering the contract received from Cavanna's solicitors and a meeting was being arranged to run through the items that were of importance to the Parish Council
- Drainage and soil analysis – three companies had been contacted to look at the drainage and soil analysis but no firms had the time to carry out the work. The Clerk would be contacting more firms.

Councillor Clist felt it was important that the work was undertaken otherwise there would be problems going forward. Drainage and soil analysis tended to work for developers.

9.2 Station Road Pavement

Councillor Povah had chased up the solicitors and the Clerk had asked for an online meeting to try and resolve the delay in moving the project forward. It was suggested that a registered letter be sent with a date for a response.

9.3 Connecting the Culm/DRIP

Memorandum of Understanding (cameras)

See Finance

Connecting the Culm had asked, through Councillor Matthews, if another camera was needed at Westown.

Action: Bring to next meeting.

News

The newsletter has been circulated.

9.4 Improvements to Longmead

See Finance

9.5 Improvements to the MUGA

See Finance

9.6 Skatepark

The Skatepark Committee had been unsuccessful in the Lottery Bid and would be speaking to the contractors for a way forward.

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

Councillor P Doble was undertaking the work.

9.7 Assistance for the Clerk

The first set of paperwork has been delivered and the inventory of old documents was in progress.

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9.8 Lights Competition

The Clerk was actioning the 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.

Councillor Povah was intending to produce a specification and drawings for the current grass car park by the MUGA to become hardstanding.

9.10 Building Maintenance

A building maintenance plan had been started in 2020 but not followed. Councillor Povah and the Clerk were looking to progress a budgeted, maintenance plan for all assets.

Action: Councillor Povah/Clerk

10. Community Matters

10.1 Garages Youth Project

In the absence of Councillor Matthews following her resignation, the Garages would be brought forward to the next meeting.

10.2 Hemyock Community Larder

Councillor P Doble advised there was nothing to report.

10.3 Footpaths (P3)

The Clerk had contacted DCC regarding the outstanding payments (see Finance).

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 balanced the budget for 24-25 and 25-26.
- The Willand Neighbourhood Plan had been approved
- The modular homes were being build and occupied including those in Hemyock
- Funding had been acquired to convert a building for the homeless
- Further recycling was being offered
- The devolution deal was an ongoing issue

14. DCC report

Councillor Radford had submitted a report which was considered by the council and no questions raised. Councillor Radford had provided additional support for the BHLAC and could not help the Blackdown Support Group at this time. A new locality budget would be available in May but he had come to the decision not to stand in the Devon County Council elections in May.

15. Public Relations

Councillor Talbot advised there was nothing to report.

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:

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Station Road

The Clerk was hoping to get the surveys done by South West Water and was also speaking to DCC and MDDC. Councillor Povah's email indicated that a blocked drain had been unblocked and this had helped the situation.

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.

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 Clerk bought the paperwork for the works at the Garage following agreement from the owner that the Parish Council, as the lessee, could be the signatory.

PROPOSAL: The Clerk should sign the paperwork

PROPOSER: Councillor P Doble

SECONDER: Councillor Talbot

DECISION: All in favour

Blackdown Hills National Landscape

Councillor Bradshaw had circulated comments for consideration and the date for responses had been extended to 19 March 2025.

Action: Clerk to circulate wording

Christmas Lights

Ongoing

DALC – Community Statement

DALC were gathering evidence of the work that parish and town councils already do and what they would like to do.

The questions were:

- **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?**

The Clerk would circulate responses for the Parish Council to consider prior to deadline of 8am on Monday 10th March.

17. Matters raised by Councillors/meetings attended

The following matters were raised:

- Staggered footpath barriers – these barriers in Castle Park and to the Station Road/ Holingarth FP are too close for disabled persons vehicles to negotiate.
- Repair Café – the repair café is struggling and needs financial support with the rent of the village hall and workshop. It is a very worthy cause.

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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:

1 April 2025	- Parish Council
30 April 2025	- Finance Committee

Meetings to be arranged: Commons Committee
Community Land Committee
Skatepark Committee
Action Plan meeting

The Chairman closed the public meeting at 9pm.

Signed _____ Date _____
Chairman

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ITEM		PAGE
6	Finance	14-16

6.1 Report from the Finance Committee

Councillor Lawarence

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 (to 31 March 2025)

Account ending 1298	Cemetery	£875.00
Account ending 1308		
Account ending 1311		
Account ending 1324	Pizza van	£ 20.00
	Cemetery	£460.00

EXPENDITURE – Invoices received 2025/26

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

Rates:

Cemetery	£548.90 less business relief of £548.90	Amount payable	£0
Public Convenience	£374.25 less business relief of £374.25	Amount payable	£0
Car Park	£636.23 1 x £53.23 11 x £53.00	Amount payable	£636.23
(Direct Debit)			

No	Amount	Payee	Reason
1.	161.76	MDDC	Cemetery trade waste 1/4/25 to 31/3/26
2.	527.25	I Pike	Cemetery maintenance £168.75. Village maintenance £345.00 plus petrol 13.50
3.	40.62	I Pike	Screws for the floodbridge repairs
4.	127.50	E Ingledew	Public Convenience
5.	6.00	S McGeever	Giff Gaff subscription
6.	TBA	S McGeever	March wages
7.	TBA	HMRC	PAYE
8.	TBA	S McGeever	Mileage
9.	25.00	L Povah	Public convenience keys
10.	100.00	S Carter	Skateboard coaching (allocate to Skateboard funds)
11.	80.51	C Parker	Administrational assistance
12.	129.60	Coomber security	Fire maintenance (Longmead)
13.			
14.			

Invoice awaited for RBLI VE 80 Day event flag etc.

Invoice awaited for CCTV cameras

Invoice awaited for MUGA lights

Invoice awaited for the robotic mower

Invoice awaited for meeting room (BHLAC)

EDF Energy £23.30

Request for funds

Longmead Environmental Area:

£100 from the money in account from previous grants to buy:

- a folding light wheelbarrow - £45. Tools may not be left at Longmead (see following) and this will enable me to transport a lightweight wheelbarrow in the car.
- replacement secateurs 4x8" Spear and Jackson bypass secateurs @ £9.95 each = £39.80
- residue of the money to be spent on planting for the raised beds.

Allocate to grant held

Replacement volunteer manager required.

Bank Reconciliations

The March 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 28/02/2025	Monies in	Monies out	Closing balance 31/03/2025
Unity Trust Bank current 298	3223.50			
Unity Trust Bank deposit	129329.54			
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.

6.4 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

Signatories

- Mrs P Lawrence
- Mr S Summers
- Mrs K Talbot
- Mr P Doble

Please note that any future instructions received must be in accordance with your new mandate, which is any 2 of the 4 signatories listed above.

The funds were reinvested in August 2024, an amount of £5,479.93 was asked to be paid back to nominated bank account. However we need this instruction given to us by two of the new signatories. Please arrange this and we will pay the funds away. The nominated bank account as per the new mandate has now been changed to that ending in ****1324.

Action: Letter to be signed

Nationwide – all actions have now been undertaken – update awaited from the bank

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 Povah to upload signature
- Councillor Doble to verify dormant account

Lloyds – Poor Charity

Discussion required following Councillor Matthews resignation

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 (Part 2)

Update from Councillor Doble

6.7 Grants

Blackdown Support Group (grant application received and forwarded to councillors)

Scouts (grant application awaited)

Hospicecare (forwarded to councillors)

Hemyock PTFA (forwarded to councillors)

ITEM		PAGE
7	Planning	17

7.1 To consider the following applications:-

25/00409/TPO

Proposal: Application to reduce the crown of 1 Oak tree by 3m and reduce the limb of the second Oak by 3m protected by Tree Preservation Order 16/00004/TPO

Location: 8/9 Lower Greenfield Hemyock Cullompton

Site Vicinity Grid Ref: 313208 / 113220

Parish: Hemyock 26

Deadline for comments: 14 April 2025

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

24/01307/FULL

Proposal: Erection of general agricultural building

Location: Land at NGR 314712 110798 South West of Madford Farm 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 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.

Other matters:

Eastlands

Email from MDDC:

These are modular builds and once the ground works are complete our contractor Zed Pods Ltd will be arranging delivery of the units. As the roads in to Eastlands are narrow, Zed Pods have applied for a parking suspension, so that the delivery of units are not stopped due to cars parking and blocking access of the lorries.

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

The contract for the Husqvanna robot mowers have been signed and returned.

Installation 1/4/25

Lighting for the Hemyock MUGA

Invoice awaited

Re-surfacing the Hemyock MUGA

Quotes have been forwarded to Longmead Committee

Play Park inspection

The Play Park inspection is booked for April at a cost of £94.95 – report and invoice awaited

Trees overhead the stream

Councillor Ward is overseeing the quotes. Three contractors have visited the site.

At the time of writing the agenda one quote had been received.

Quote 1

Works as follows:

Lift various trees along stream/footpath 2-3m high and away from the football net

Remove one (1) dead limb on tree in the far left corner

Remove smaller dead Ash tree which is leaning over the footpath

Remove large hanger and any other hanging branches found on site over the footpath

Remove two (2) trees in the far right corner near the houses which are leaning towards the field due to included unions

All wood chip to be dumped off in a designated area on site

TOTAL £650

And

Tree works as follows:

Habitat two (2) large Ash trees to a safe height to encourage wildlife

Logs to be removed from site or left in lengths for resale of your own accord

All wood chip to be dumped off in a designated area on site

TOTAL £1500

Improvements at Longmead

Insurance has given the go ahead provided that the insurance policies of all contractors are provided to the Parish Council prior to the commencement of the work.

The 'to scale' drawings for the proposed French Doors to replace windows have been sent to MDDC planning. Email circulated regarding permitted development vs Certificate of Lawful Use.

Bins

MDDC can collect from your Longmead, Weekly, Fortnightly or Monthly.

Cost of Service

Recycling:

240L wheeled Bin £5.16 per bin per lift

360L wheeled Bin £7.08 per bin per lift

660L wheeled Bin £9.56 per bin per lift

1100L wheeled Bin £13.98 per bin per lift.

All prices are all-inclusive with no additional charges ie. Overweight, Annual Duty of Care, Bin Rental etc. within the Mid Devon area we don't charge Vat, so the prices quoted are all you pay per collection

We have our annual rate increase in April.

If you wish to proceed please reply to this email confirming you would like to go ahead with a recycling collection.

Please see list below of items we Can Accept within a recycling bin

- Paper
- Cardboard
- Plastic
- Tins
- Cans

We do not accept Glass or Food Waste within the recycling bin.

8.2 War memorial

Update from Councillor Povah

8.3 Cemetery

Fencing

Due to start in May

Taking down the trees

Councillor Ward has spoken to all three contractors and one quote has been received.

Quote 1

Tree works as follows:

Removal of eight (8) Fir trees

Stump grind resulting eight (8) stumps

Logs to be removed from site or left in lengths for resale of your own accord

All wood chip to be dumped off in a designated area on site

TOTAL: £950

Tree works as follows:

Deadwood Oak tree in cemetery and lift lower two (2) branches

TOTAL: £300

Spoil Tip

Spoil tip also needs to be removed.

Bier House

Clerk speaking to contractors for quotes.

New Path

Awaiting exchange of Cavanna Land (discussion with Cavanna on contract)

Cost of trade waste collection
Collection from 01 Apr 2023 to 31 Mar 2025
Trade Waste 240ltr Wheeled Bin 24.000 6.74 161.76 0.00
Monthly collection x 24 week(s) x 1 bins

SUB TOTAL £ 161.76
VAT £ 0.00
TOTAL DUE £ 161.76

8.4 Blackdown Healthy Living and Activities Centre

River bank at the BHLAC
Awaiting visit of geomorphologist.

Trees on the River bank at BHLAC
Report sent to Councillor Lawrence.

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

CCTV
Invoice awaited for the CCTV work being carried out.

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 – Saturday, 12 April 2025, Turbury Common at 7.30pm

National Grid are carrying emergency tree works to cutdown trees that are touching wires.

MDDC have been emailed regarding the shooting stations. Response awaited.

Available grants.

8.7 Public Conveniences

Councillor Povah has had the keys cut so that he can meet contractors to repair the Public Convenience.
Update awaited.

Electricity Contract

The contract is up for renewal and the Parish Council have used Clear Utility Solutions part of the DALC Partnership.

The renewal quotes have been circulated to all Parish Councillors.

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 – now more likely 2025-26.

The possibility of electric car chargers funded through DCC is being pursued. Information on the online meeting on 4 March has been circulated to Parish Councillors.

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.

Emails have been sent to contractors

ITEM		PAGE
9	Project Reports	21-22

9.1 Community Land (Cavanna)

Report from the Clerk

- The Land Registry has been completed and lodged
- Foot Anstey is considering the documentation and the comments made by councillors on the contract – meeting 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 – more companies are being contacted or another strategy needs to be adopted
- Update on meeting with Cavanna sent to all councillors.

A quote has been sent to Cavanna for the trees on the Longmead boundary that are believed to be a danger to a property which has been accepted.

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 and the following answers received:

Yes the cameras are covered by a 12 month warranty. Past the 12 months we will still look after the cameras for a minimum cost.

Understand you are going to look at the one that is not working - does this happen a lot?

No the cameras are typically very reliable. The biggest issue is normally vandalism. This is because people think they are speed cameras or secretly videoing them. Whenever we install them we always take the time to talk to local residents and explain they are there for flood monitoring, they don't video, don't record any audio, take a snapshot every 30 minutes and the residents can view the images themselves for free. Community engagement is very important. When we have had cameras damaged, we have repaired them (normally at our own expense) people then get use to them and tend to leave them alone. So I don't think out of hundreds of camera systems installed we have had repeated cases of vandalism.

Other issues at typically mobile phone network issues. The cameras use the GSM signal to send the images and sometimes the GSM networks have issues. So these cameras can switch between all the GSM networks.

We think the current issue is a GSM network issue. We have used a slightly different SIM provider on the camera that isn't working. In all honesty that SIM should not have been fitted because we have transitioned to a better SIM provider but that camera system got sent out with an older one fitted.

Another issue we have had in the past but probably won't affect you is the solar panels getting covered in dirt from trees. This affects the charging of the batteries and eventually they go flat.

During Covid there were massive supply chain issues and electronic components were on a minimum 52 week lead-time. So we had to redesign the electronics very quickly so we could keep supplying the Environment Agency. So we did not get caught out in the future with supply issues we designed the high cost components onto plug in modules, so if a component failed or there was a supply issue we could actually just swap out that module rather than having to change the complete circuit board. This makes it cheaper and better long-term reliability for customers.

What sort of annual fee are we looking at?

I think its £25 per month, per camera (Gilly will know)

I understand that the cameras are worth £2000 each and there are three? so a total of £6000 to be added to the insurance.

Yes £1995 each but you only have two camera.

How long do they normally last?

We have cameras over 10 years old. Batteries do get tired but these can just be swapped out unlike modern mobile phones. To put a number on it I would say a minimum of 5 years.

What maintenance is required?

Biggest issue will be spiders over the lens. They are attracted to the warmth and IR light. The IR light is only turned on when a picture is taken.

So wiping away a spiders web which would only be visible at night.

As mentioned before cleaning of the solar panels but that won't be an issue with your systems.

Do you offer a maintenance contract?

Not really because there just isn't anything to maintain. We would just be taking money for nothing really and I'm sure you don't want to pay for someone just to come along once a year, wipe a lens and go yes its all working. We can run tests and remotely monitor the performance of the cameras.

The only things are batteries getting tired, spiders web over the lens and dirty solar panels.

Ballpark figure of how much repairs cost.

For a site visit and replacing a camera head (the most expensive part) I'm guessing (don't hold me to it) but I think the camera head is £150 and a site visit would be £350 (including travelling) we have thought about having a lower cost say £250 and then charging mileage but the Environment Agency did not like that because they prefer a fixed cost.

Thank you, the PC just needs to be able to put a budget in place going forward.

Our attitude is about working together as a team. It's not about charging as much as possible. The camera systems we have installed are actually twin head systems (two camera heads on each system) this is normally a more expensive but we just charged a flat rate, including the install and additional metalwork. We have been working on some remote water level sensors and are keen to upgrade your systems with these sensors. We will do this at our expense as part of a demo / trial site. Especially because at your camera locations it will massively benefit the local community.

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

Longmead Sports Pavillion and The Garages - M3 Floodtec

Decision needed on colours.

Work due to commence 14/15 April 2025.

Longmead Car Park to be used for workers vans etc – notice to be displayed.

Connecting the Culm Forum 7

Managing water for nature and people

Thursday 3 April 2025, 7–9pm

Cullompton Community Centre

Details of the Forum have been circulated to Parish Councillors.

9.4 Improvements to Longmead

See Longmead

9.5 Improvements to the MUGA

See Longmead

9.6 Skatepark

The Lottery Application was not successful.

Update awaited on moving the project forward.

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

See Finance

9.7 Assistance for the Clerk

The first set of information from the filing cabinets has been circulated to Parish Councillors.

Work is ongoing and the assistance can be given to chasing quotes etc (see Clerk's Appraisal)

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 Moon.

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

ITEM		PAGE
10	Community Matters	25

10.1 Garages Youth Project

Replacement for Councillor Matthews

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

10.2 Hemyock Community Larder

Report from Councillor P Doble

10.3 Footpaths (P3)

Report from Councillor Povah

Bridleway blockage, Madford

Reported to 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	26

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 – no date has been agreed

DCC Highways policy on mirrors

We do not allow the use of mirrors on the public highway because experience shows that mirrors can increase safety risks, which include:

- reflecting light and interfering with a driver's vision
- reducing the ability to judge an oncoming vehicle's speed
- creating an unreasonable dependence on the mirror

If mirrors are dirty they can distort or restrict the view. They are also an easy target for vandals.

If visibility is an issue, there may be other solutions available, for example, cutting back vegetation or realigning boundary fences.

Meeting requested.

ITEM		PAGE
12	Police Matters - Councillor Advocate Scheme	27

12.1 Crime

ASB at the Public Conveniences and around the parish

12.2 Councillor Advocate Scheme

Report from Councillor Clist

The Crime and Policing Bill 2025 – summary has been sent to Parish Councillors

There has been a workshop of ASB.

ITEM		PAGE
13	MDDC Report	28

MDDC report from Councillors Clist/Bradshaw

ITEM		PAGE
14	DCC Report	29

DCC Report from Councillor Radford

ITEM		PAGE
15	Public Relations	30

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.

New cemetery fees effective from 1/4/25 prepared.

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

ITEM		PAGE
16	Clerk update/Correspondence received	31

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

Maintenance of the park below Lower Millhayes

Request from Councillor Bradshaw and local residents for the Parish Council to consider a tree planting scheme to enhance the area.

Request to carry forward to the next meeting.

Station Road

Conversations with South West Water, DCC and MDDC have been ongoing to try to resolve the water issue. DCC have an ongoing programme to check all drains the following information has been received:

Water would not be considered a defect unless there is standing water 24 hours after the rainfall has stopped and the speed limit is 40mph or above. A very large number of drains are still due to be cleared out in the next month as part of last cyclical clean before the new financial year.

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

See Longmead and the Garages.

Blackdown Hills National Landscape

Comments based on Councillor Bradshaw's information was circulated to Parish Councillors and then submitted.

DALC – Community Statement

A response to the 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?**

was circulated to Parish Councillors and then submitted.

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19	Date of the next meeting	32

Dates of the next meetings:

7 May 2025 – Annual Meeting of the Parish Council

14 May 2025 – Annual Parish Meeting – Longmead

Commons Meeting – Saturday, 12 April 2025, Turbury @ 7.30pm

Finance Committee – Wednesday, 30 April 2025, BHLAC @ 7.30pm

Action Plan Meeting

Skatepark Meeting