

**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 1<sup>st</sup> 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.

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.

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#### **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
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No	Amount	Payee	Reason
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

## 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

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

**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.

## **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.

## **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.



### **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:

### **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

### **VE Day 80**

See Finance

### **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.

**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