

Hemyock Parish Council
Annual Meeting of the Parish Council
held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 4 June 2025

Present

Councillors P Doble (Chair), Atkinson, Parish, District & County Councillor Clist, Povah, Summers and Talbot together with Mrs S McGeever (Clerk) and members of the public.

Councillor P Doble opened the meeting at 7.30pm.

1. Apologies for absence

Apologies had been received from Councillors A Doble, Moon and Ward.

The Notice of Vacancy following the resignation of Miss Penny Lawrence had been posted on the website, social media and noticeboards.

Action: Clerk to update at next meeting

2. Declarations of Interest/Dispensations

- Agenda Item 7 Planning – Councillor Clist as a member of Mid Devon District Council and Devon County Council chooses not to participate in any planning application consultations.
- Agenda Item 8 Longmead – Councillors P Doble and Ward may have a personal interest as both are members of Longmead Management Committee

3. Public Participation

Members of the public raised the following points:

- contractor to finish the removal of the old fence
- dog poo bags and bin bags required
- grass cutting at Longmead to ensure all areas tidy for Hemyock Day
- possible closure of Longmead on Hemyock Day
- change of route for Bus 20. Elderly people were struggling to make use of the bus now it was no longer routed down the High Street.
- potholes
- option to put the cemetery records Scribe cemetery
- MDDC cutting back the trees at Higher Millhayes so there was no longer screening of the garages and valuable bird nesting areas had been lost. Residents felt there was a need to increase the bio-diversity of area and would like to see trees planted and an area set aside for meadow.
- removal of the bin at the Spar (belonged to the shop) and possible replacement
- overgrown hedges at the corner of Longmead

4. To approve the minutes of the meeting on 7 May 2025

PROPOSAL: The council minutes of 7 May 2025 are approved as a true record of the meeting.

PROPOSER: Councillor Talbot

SECONDER: Councillor Atkinson

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 Chair.

5. Chair's Announcements

Given Peta Dayus-Jones and Penny Lawrence had not been able to attend the Annual Parish Meeting, the Chair presented a thank-you gift to them both for their work at the BHLAC and on the Parish Council respectively. Both were extremely knowledgeable and had worked hard in their respective areas.

The Chair and the Clerk had attended the School Fete on 31 May 2025 and had spoken to a number of individuals who had expressed at interest in the Parish Council, the LEAP project and Community Speedwatch.

6. Finance

6.1 To agree income and expenditure and bank reconciliations:

The Parish Council noted the information provided in the agenda as follows:

effects the bank transactions to 31/5/25. The May statements were were not available when the agenda was prepared. The final information will be provided at the meeting.

INCOME (to 31 May2025)

Account ending 1298	DCC (Prow)	£410.00
Account ending 1308		
Account ending 1311		
Account ending 1324	Pizza van	£ 20.00

£10,000 was transferred from the Deposit Account to the Current Account to meet the April payments. A further £10,000 has been transferred on 1 June 2025 to meet the April grant payments and the May invoices.

EXPENDITURE – Invoices received 2025/26

Payments made in May

31May2025	Service Charge	-9.3
16May2025	Direct Debit (EDF ENERGY)	-28.67
12May2025	B/P to: R Taylor	-65
12May2025	B/P to: n page	-160
12May2025	B/P to: metcalfe allen	-118.8
12May2025	B/P to: pennon water	-22.11
12May2025	B/P to: Chrissie Parker	-116.67
12May2025	B/P to: Tree Steps	-1500
12May2025	B/P to: Window Warehouse	-2550.98
12May2025	B/P to: Mark Upcott	-225
12May2025	B/P to: A Doble	-131.62
12May2025	B/P to: e ingledew	-135
12May2025	B/P to: Husqvarna	-860
12May2025	B/P to: I R Pike	-232
12May2025	B/P to: pennon water servi	-87.99
12May2025	B/P to: I R Pike	-288
12May2025	B/P to: hmrc cumbernauld	-345.95
12May2025	B/P to: blackdown healthy	-32
12May2025	B/P to: play inspection co	-113.94
12May2025	B/P to: Mrs S M McGeever	-933.96
12May2025	B/P to: R Taylor	-60
12May2025	B/P to: Mrs S M McGeever	-181.99
	Direct Debit (MDDC DIRECT	
01May2025	DEBITS)	-53
	TOTAL PAYMENTS	-8251.98

Payments to make/authorise from the May meeting:

Blackdown Support Group £4000.00 (to be actioned with June payments as the new bank account details had been confirmed)

1st Hemyock Scouts £1000.00 (actioned - bank account details had been confirmed)

Pump £ 600.00 (actioned)
 BKC construction (BHLAC) £2300.89 (actioned following approval from Councillor Povah)

A payment had also been made to Nisbets of £1067.96 from the £10,000 approved for the Longmead improvements for kitchen equipment. It was hoped that the new kitchen would be completed for Hemyock Day.

The Clerk was still awaiting the invoice from RBL reference the VE Day celebrations grant already approved by the Parish Council.

Invoices to pay for May (to be approved at the June meeting):

Rates:

Car Park £636.23 1 x £53.23 11 x £53.00 Amount payable £636.23
 (Direct Debit)

No	Amount	Payee	Reason
1.	621.70	I Pike	Cemetery maintenance £336.00 Village maintenance £208.00 Village grass £64.00 Petrol £13.70
2.	9.99	I Pike	Padlock (Bier house)
3.	171.00	E Ingledew	Public Convenience
4.	6.00	S McGeever	Giff Gaff subscription
5.	913.36	S McGeever	May wages
6.	337.11	HMRC	PAYE Tax £228.40 NI figure awaited £108.71
7.	27.00	S McGeever	Mileage
8.	21.00	S McGeever	Hemyock Event Licence
9.	180.00	Upcott	Longmead grass-cutting
10.	437.29	Husqvarna	Robot mowers (to be set up as a direct debit going forward)
11.	105.00	ICCM	Membership
12.	28.79	Valda	Electricity – public convenience (direct debit to be signed)
13.	5472.00	Blackdown Fencing	Cemetery
14.	16.00	BHLAC	Meeting room
15.	128.26	C Parker	Inventory
16.	44.46	MDDC	Cemetery Waste Collection
17.	80.00	Ellises Farm	Annual Parish Meeting
18.	60.00	R Taylor	Bike track
19.	3321.45	Howdens	Longmead improvements (from agreed budget)
20.	2898.00	M Fletcher	War memorial paving
21.	1300.00	M Fletcher	War memorial wall repairs

Following discussion, the following proposal was put forward:

PROPOSAL: The payments listed above be paid in full with the exception of the invoice for Blackdown Fencing where 50% would be paid now and the remaining 50% paid on the completion of the works.

PROPOSER: Councillor Clist

SECONDER: Councillor Summers

It was RESOLVED that Councillor Clist's proposal be adopted.

Bank Reconciliations

The Clerk presented the bank reconciliations as follows:

Unity Trust Bank

Bank account	Closing balance 30/04/2025	Monies in	Monies out	Closing balance 31/05/2025
Unity Trust Bank current 298	6534.46	10410.00	8251.98	8692.48
Unity Trust Bank deposit	161783.89	20.00	10000.00	151803.89
Unity Trust Bank GF	757.74			757.74
Unity Trust Bank P3	1312.23			1312.23

Information on the investment accounts was provided as follows:

HSBC

Councillor Summers, as a signatory, had spoken to HSBC who had provided the total figures in the two active accounts:

HSBC 2116	£317.72	04/06/2025
HSBC 2132	£98574.34	04/06/2025

HSBC would not release statements, change the address on the accounts or action the online banking application until the safe-guarding process had been completed.

Councillor Summers had booked an appointment to complete the safe-guarding process. This would also allow the dormant accounts to be re-opened.

Action: Councillor Summers

HSBC 0275	£0.00	22/06/23 Dormant
HSBC 2124	£0.00	06/01/24 Dormant (Griffiths/Flay)
HSBC 7152	£0.00	22/02/23 Dormant (Longmead Field Account)

Nationwide

Nationwide 6589	£85235.21	31/3/25 Yearly interest £2690.95
Nationwide 6570	£ 5210.41	31/3/25 Yearly interest £ 109.83

The Clerk advised that despite the recent change of mandate, Nationwide were advising that additional information was needed to keep the Nationwide Business Savings account(s) open and the paperwork would be completed by the 30 June 2025 deadline.

Action: Clerk

Skipton

Skipton	£91385.54	3/5/24 Yearly interest £3303.09
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The Clerk advised that a new statement valid at 3/5/25 should be received in the near future.

Action: Clerk to chase that address had been changed and mandate update

Cambridge

The Cambridge BS	£83567.14	31/12/24 Yearly interest £2273.01 and £43.94 before product switch
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Action: Clerk to chase that address had been changed and mandate update

United Trust Bank

United Trust Bank £85479.93 24/8/24 Interest 2 years £5027.47

The Clerk advised that a new statement should be received in August 25.

Action: Clerk to write letter to remove any funds over £80,000 on the maturity date

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

The application has been withdrawn following the resignation of Penny Lawrence who had been the bank card administrator.

PROPOSAL: Councillor Summers should be named as the card administrator on the new application.

PROPOSER: Councillor P Doble

SECONDER: Councillor Talbot

It was RESOLVED that Councillor Summers would be the card administrator and the paperwork was duly signed.

Action: Clerk to submit paperwork

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

Penny Lawrence had been a signatory on all accounts and the work would start to update all the mandates to reflect the agreed signatories: Councillors P Doble, Summers and Talbot with Councillors Clist and Povah also on the HSBC accounts and Councillor Povah on the Unity Trust Bank accounts.

Given that the recommendation was that each bank account had four signatories consideration was given to a fourth signatory.

PROPOSAL: Councillor Povah should be the fourth signatory on all accounts.

PROPOSER: Councillor Summers

SECONDER: Councillor P Doble

It was RESOLVED that Councillor Povah would be the fourth signatory

Action: Clerk to prepare the paperwork

6.5 To receive information on S106 monies

The Clerk advised that there was no update on the possibility of further funds being available.

Action: Clerk to monitor

7. Planning

7.1 To consider the following applications:-

The Clerk advised that no applications for consideration had been received in time for this agenda.

A planning application would be considered at the meeting on 25 June 2025.

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

25/00232/FULL – APPROVED – 1 May 2025

Proposal: Erection of a general purpose agricultural building 628sqm

Location: Land at NGR 312623 110960 Trickeys Farm Hemyock

25/00409/TPO – APPROVED – 19 May 2025

Proposal: Application to remove 1 multi-stemmed Oak tree and reduce the limb of 1 Oak tree by 3m protected by Tree Preservation Order 16/00004/TPO

Location: 8/9 Lower Greenfield Hemyock Cullompton Devon

25/00439/FULL – APPROVED – 20 May 2025

Proposal: Retention of conversion of former piggery to residential (Use Class C3)

Location: Barn Waldrons Farm 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

ENF/23/00214/BRE – 30 August 2023

Re: Home office used as living accommodation

Ploversfield Culmstock Road Hemyock

The Clerk advised that no update had been received.

8. Asset Management Reports

Andy Brooke (Longmead), Karen Pinder (Garages) and Peta Dayus-Jones (BHLAC) have all agreed to join the Asset Management Advisory Committee to look at maintenance programmes for all Parish Council assets so that budgets could be put forward to the Parish Council.

8.1 Longmead

Members of the Parish Council will be meeting with the Longmead Committee to discuss the constitution and the financial arrangements.

Grass cutting at Longmead

The robotic mowers are working but one had not been operational during the refurbishment of the pavilion. This had resulted in the grass becoming too long on the outer area of Longmead for the robot mower to work effectively. Remedial action had been taken but the Clerk advised that one further cut of the outer area was required for the robot mower to work effectively, the approximate cost £200.00. The Parish Council RESOLVED to get the outer area cut before Hemyock Day.

A direct debit mandate requested from Husqvanna for future payments.

Play Park inspection

The Play Park inspection report has been forwarded to Ian Pike for review.

Improvements at Longmead

The work was ongoing and it was hoped it would be completed by Hemyock Day. The planning application for a Certificate of Lawfulness was ongoing.

Action: Clerk

The Parish Council expressed their thanks to all the volunteers who had worked on the Longmead improvements and have done a great job.

Moles

The nominated contractor was not available and the Clerk was contacting other contractors.

Action: Clerk

8.2 War Memorial

Councillor Povah advised that the work at the War Memorial had been completed and he had checked the contract and invoices for both the new paving and the re-building of the wall and all was in order.

The Parish Council expressed their thanks to Councillor Povah for overseeing the work and to the contractor who had done an excellent job.

8.3 Cemetery

Fencing

The fencing at the cemetery was almost complete. The new panels had been ordered and this should be delivered shortly. There was some work required to ensure that the old fence had been cleared completely.

Moving to online records

Penny Lawrence had advised that Doreen Perrott had volunteered to move the cemetery records onto a spreadsheet to be uploaded to the Scribe cemetery package. Miss Lawrence had taken photographs of all the old cemetery record books.

PROPOSAL: The cemetery records should be moved online and Doreen Perrott's offer should be accepted. It was important that no records were lost in the process.

PROPOSER: Councillor Summers

SECONDER: Councillor Clist

It was RESOLVED that Doreen Perrott would have access to the cemetery books to carry out the work. Councillor P Doble would request that Miss Lawrence send the photographic back up of the cemetery records to the Clerk. The possibility of scanning the books would also be investigated.

Action: Councillor P Doble/Clerk

The Parish Council noted that:

Trees

A date for the work to start is awaited.

Spoil Tip

Spoil tip also needs to be removed in due course

Bier House

A meeting of Parish Councillors was required to decide on the works required. Mr Pike had purchased a new padlock and keys were with Mr Pike, Councillor A Doble and the Clerk. There was one spare key.

Path to extension

This will be required during the course of the next 12 to 18 months at current burial rates.

In the absence of Councillor A Doble no further updates were given.

8.4. Blackdown Healthy Living and Activities Centre

The Clerk advised that the request to cut down the trees had been made (see minutes of previous meeting).

The report on the state of the riverbank was awaited.

Councillor P Doble asked that the taxi not be left on the electric charger space unless it was being charged.

Action: Clerk

8.5 The Parish Store

Councillor P Doble advised that he was acquiring the keys from Penny Lawrence.

8.6 The Commons

In the absence of Councillor Moon, no report was given.

8.7 Public Conveniences

Councillor Povah advised that he was now in a position to meet with contractors to obtain quotes for the works required.

Action: Councillor Povah

The Clerk confirmed that the new electricity contract was in place.

8.8 Car Park

The Clerk reported that an update on the re-surfacing had been made to MDDC.

Action: Clerk to follow up

8.9 Village Maintenance

The Clerk reported that maintenance continued around the village.

8.10 Ground Maintenance

Councillor Povah and the Clerk advised that the work to put together a document of current hourly rates for those undertaking ground maintenance in the village was ongoing.

9. Project Reports

The Parish Council noted the report from the Clerk given in the agenda as follows:

9.1 Community Land (Cavanna)

- Further information has been received from the solicitors. (Part 2)
- An update was awaited from Cavanna

9.2 Station Road Pavement

Councillor Povah advised that a response was awaited from solicitor (Part 2)

9.3 Connecting the Culm/DRIP

Memorandum of Understanding (cameras)

The Clerk was speaking to Connecting the Culm regarding the possibility of additional funding.

Floodgate at The Garages

Councillor P Doble advised that a date for the works was awaited.

9.4 Improvements to Longmead

See Item 8.

9.5 Improvements to the MUGA

The quotes had been forwarded to the Longmead Committee and would form part of the discussion between the committee and Parish Councillors.

9.6 Skatepark

Councillor Summers advised that Andy Brooke had spoken to Maverick and a meeting was being arranged of the Skatepark Committee.

9.7 Assistance for the Clerk

The work on the inventory was continuing and the latest spreadsheet forward to the Parish Council.

9.8 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.

Councillors Povah was looking to put a schedule of work together for the next meeting.

9.9 Building Maintenance

See Asset Management Advisory Committee.

Action: Councillor Povah/Clerk

10. Community Matters

10.1 Garages Youth Project

Councillor P Doble advised that there was nothing to report.

10.2 Hemyock Community Larder

Councillor P Doble advised that the community larder continued to attract residents.

10.3 Hemyock Day

The Clerk advised that the event notice was in place (12pm to 10pm).

Following on the school fete, it was felt worthwhile to take a stand at Hemyock Day alongside the Community Speedwatch Team. The stand would be manned from 12pm-4pm and a rota drawn up of available Parish Councillors and the Clerk.

Action: Councillor P Doble/Clerk

10.4 Footpaths (P3)

Councillor Povah advised that a schedule of work had been put in place following the winter survey.

DCC were awaiting the approval of the Environmental Agency before undertaking the works to re-instate the bridge. Councillor Povah advised that there was no legal diversion in place.

There was a caravan on the footpath at Whitehall and Councillor Povah would contact DCC.

Action: Councillor Povah/Clerk to forward photographs

11. Highways

The Parish Council noted the report from the Clerk as given in the agenda:

Road Warden

The claim for equipment purchased is being submitted.

The Parish Council RESOLVED that the grant approved for the purchase of traffic cones should be for 20 Big 6's.

Action: Clerk

20mph applications/speed limits

No update

Bus routes

The route for Bus 20 has been changed. Correspondence has been received on new bus stop and access to the bus. The matter was also raised in the Public Forum.

The Parish Council had an online meeting with Devon County Council and Stagecoach. Stagecoach who took over the service in January 2025 did not wish to take buses down the High Street. The Parish Council had put forward a number of turning points which would have allowed the bus service to serve the village without going down the High Street but all were rejected on the grounds of Health & Safety. The Parish Council had reported that buses were still using the High Street and DCC had provided an app to monitor the route. It now appeared that most buses did not go down the High Street.

DCC Highways policy on mirrors

A meeting had been requested to see if the visual splay could be improved where the mirror had been removed at Withy Lane.

Action: Clerk

12. Police matters

12.1 Crime

The Clerk advised that there was nothing to report.

12.2 Councillor Advocate Scheme

Councillor Clist advised that he considered that the Councillor Advocate Scheme did not provide value for money.

13. MDDC Report

Councillor Clist advised that he had stepped down from his role as Deputy Leader and his cabinet role for housing within MDDC following his election as a Devon County Council Councillor. In total five MDDC councillors had been elected to DCC.

The third modular build in Crediton was ready to be occupied and the modular build in Hemyock should be ready in December 2025.

MDDC was now providing a Business E-newsletter and was offering green energy grants.

14. DCC report

Councillor Clist advised that the Liberal Democratic Party had formed an alliance with the Green Party and the two independents to form a working majority at Devon County Council. He had been appointed the Cabinet Member for Assets and Resources and sat on the Cabinet, Council and Mid Devon Highways and Traffic Orders Committee. He would be meeting with the Neighbourhood Highways Officer.

There had been an increase in the foster care allowance and DCC had rejoined the Health Watch Scheme. Swift boxes would be placed on all new public buildings.

Councillor Clist had a Locality Budget of £8,000 for the year.

15. Public Relations

Councillor Talbot had produced an updated social media policy and asked that all councillors read it and be aware of their individual responsibilities.

Action: Clerk to bring policy to the next meeting for approval

The Clerk advised that the work to change to a gov.uk website and provide gov.uk email addresses was in progress. The domain name had been purchased and Woodquist were setting up the link to the new site and the email addresses.

Action: Clerk

16. Clerk Update/Correspondence

Maintenance of the park below Lower Millhayes

The request from Councillor Bradshaw and local residents for the Parish Council to consider a tree planting scheme to enhance the area had been raised in the Public Forum.

Councillor Clist advised that MDDC had the matter in hand and there would be planting in the autumn.

Station Road Drainage

Nothing to report.

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.

A date for a meeting would be set in September

Neighbourhood Plan

A meeting was being arranged with a planning consultant and Devon Communities Together. It was hoped that Councillor Bradshaw would be in attendance. It was likely the meeting would be in September and involved a number of local Parish Councils.

It was likely that a number of speculative planning applications would come forward and Planning Officers would have more delegated powers.

Councillor Clist stressed the importance of a housing needs assessment and referred the Parish Council to the Lord Richard Best report.

Blackdown Hills National Landscape

The Clerk advised that there was nothing to report.

Blackdown Hill Parish Network

The Parish Council noted that the AGM was on Thursday 3rd July at 7pm in Yarcombe Village Hall, EX14 9AD.

1st Hemyock Scouts Group

The Parish Council noted the invitation to a cream tea at the Hemyock Parish Hall on Saturday 19th July 2pm to 4pm.

17. Matters raised by Councillors/meetings attended

Councillor P Doble asked that the WhatsApp group be updated.

Action: Clerk

Councillor Summers asked that an advisory notice be placed at the Longmead car park once dates were known for the extension to the car park to be undertaken..

Councillor Povah advised that the would speak to the Repair Café and ask them to submit a grant application. He noted that the Clerk had contacted DCC Highways regarding the staggard barriers that were not accessible to mobile scooter users.

18.Items for the next agenda

As detailed in these minutes.

19. Dates of the next meetings:

Finance and Planning Meeting	-	Wednesday, 25 June 2025
Full Council Meeting	-	Wednesday, 2 July 2025

Signed _____ Date _____
Chairman

Part 2

Community Land

The Parish Council noted the need to provide an entrance to the community land at the Longmead side. Negotiations were still ongoing regarding the exchange of contracts.

Station Road

The Parish Council noted the correspondence from the solicitor and the Clerk would follow up on whether or not a response had been received.

