



Hemyock Parish Council

29 October 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, 5 November 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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1	Apologies for absence Co-options	N/A
2	Declarations of Interest/Dispensations	3
3	Public Participation (limited to 10 minutes, 2 minutes per question)	N/A
4	To approve the minutes of the meeting on 1 October 2025	4-14
5	Chairman's Announcements	N/A
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9	Project Reports Community Land (Cavanna) Station Road Pavement Connecting the Culm/DRIP Improvements at Longmead Improvements to the MUGA Skatepark Assistance for the Clerk Longmead Car Park Building Maintenance	22

10	Community Matters Garages Youth Project Hemyock Community Larder Hemyock Event Footpaths (P3)	23
11	Highways Road Warden Scheme DCC 20mph applications Speeds in the village/Speedwatch	24
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13	MDDC Report Report from Councillor Clist	N/A
14	DCC Report Report from Councillor Clist	N/A
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17	Matters raised by Councillors/meetings attended (not for decision)	N/A
18	Items for the next agenda	N/A
19	Date of the next meeting	28

This agenda displayed on the noticeboards provides the topics that will be under discussion at the next Parish Council meeting.

The full agenda published on the Parish Council website includes all the reports listed on this agenda (www.hemyock.org/parishcouncil/meetings/) or a copy can be obtained from the Clerk (hemyockpc@gmail.com).

ITEM		PAGE
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

ITEM		PAGE
4	To approve the minutes of the meeting on 1 October 2025	4-14

Hemyock Parish Council
Meeting of the Parish Council
held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 1 October 2025

Present

Councillors P Doble (Chair) Atkinson, Parish, , A Doble, Moon, Povah, Talbot and Ward together with Mrs S McGeever (Clerk).

Councillor Doble opened the meeting at 7.30pm.

1. Apologies for absence

Apologies for absence were approved for Parish, District & County Councillor Clist and Councillor Summers.

An application for co-option had been received and circulated but, unfortunately, the candidate was unable to attend.

2. Declarations of Interest/Dispensations

Councillor Clist, when present, as a member of Mid Devon District Council and Devon County Council chooses not to participate in any planning application consultations.

Councillors P Doble and Ward were both members of Longmead Management Committee and Councillor P Doble was a Trustee of the BHLAC.

3. Public Participation

Members of the public raised the following points:

- Grant for the Lights Brigade of £500 to support new lights
- Hemyock Day fund-raising was underway, the next event was an 'almost Xmas party' on 22 November.
- Footbridge – the temporary repair is falling apart (IP/DCC)
- The state of the wall next to Redwood Close adjacent to the car park required work. The wall belonged to the Baptist Church (PD)
- Cemetery - Location of the new spoil heap (screed red laurel), scrap where the old fence was and the new path (AD/IP)

4. To approve the minutes of the meeting on 3 September 2025

PROPOSAL: The council minutes of 3 September 2025 are approved as a true record of the meeting.

PROPOSER: Councillor Moon

SECONDER: Councillor Talbot

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

The Chair had no announcements to make.

6. Finance

In the absence of Councillor Summers, the Clerk ran through the financial information.

The information provided in the agenda reflected the bank transactions to 24/9/25. The Clerk provided an update to cover payments/receipts to 31/9/2025.

INCOME (to 24 September 2025)

	September	
Account ending 1298	0.00	
Account ending 1308	7.49	
Account ending 1311	4.32	
Account ending 1324		
Pizza van	20.00	
Cemetery	2470.00	
Gun club	150.00	
Wayleave	54.14	
Interest	626.81	3320.95

EXPENDITURE – Invoices received 2025/26**Payments made in September to date**

01-Sep-25	HUSQVARNA UK LIMIT	Robotic mowers	-437.29	
01-Sep-25	MDDC DIRECT DEBITS	Rates	-53	
05-Sep-25	VALDA ENERGY LIMIT	VALDAENERGY	-29.05	
09-Sep-25	B/P to: I R Pike	Cemetery/maintenance	-316	
09-Sep-25	B/P to: e ingledew	Public convenience	-126	
09-Sep-25	B/P to: Mrs S M McGeever	EXPENSES	-80.5	
09-Sep-25	B/P to: Mrs S M McGeever	WAGES AUG25	-1134.64	
09-Sep-25	B/P to: hmrc cumbernauld	PAYE	-433.79	
09-Sep-25	B/P to: Chrissie Parker	Inventory	-143.59	
09-Sep-25	B/P to: bunyan plumbing	Public convenience	-102	
09-Sep-25	B/P to: Tree Steps	tree cutting	-1250	
09-Sep-25	B/P to: spot on supplies	Public convenience	-115.16	
09-Sep-25	B/P to: Tree Steps	tree cutting	-650	
09-Sep-25	B/P to: I povah	Public convenience	-27.55	
09-Sep-25	B/P to: ajgibl gbp client	insurance	-3993.47	
30-Sep-25	Service Charge	Bank charge	-9.30	-8901.34

Invoice from RBL to be presented at the meeting if received

Invoices to pay for September (approval at October 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.	520.00	I Pike	Cemetery maintenance £240.00 Village maintenance £280.00
2.	162.00	E Ingledew	Public Convenience
3.	6.00	S McGeever	Giff Gaff subscription (September)
4.	1254.21	S McGeever	September wages
5.	486.22	HMRC	PAYE/NI
6.	22.50	S McGeever	Mileage (September)
7.	26.00	S McGeever	Expenses (September)
8.	DD 437.29	Husqvarna	Robot mowers
9.	DD 29.57	Valda	Electricity – public convenience
10.	83.09	C Parker	Inventory
11.	16.00	BHLAC	Meeting room
12.	504.00	PKF	External audit
13.	78.84	Golden Grove Nursery	Trees for cemetery
		Page 257	
14.	168.00	Wellington Waste	Longmead Skip

No	Amount	Payee	Reason
15.	264.00	Wellington Waste	Longmead Skip
16.	28.02	STC Electrical	Longmead kitchen
17.	120.00	J Stevens	Removal of tree at Turbury
18.			

A transfer of £5000 was made from the deposit account to the current account on 5 September 2025.

A further transfer will be made to cover the October payments.

PROPOSAL: The payments as listed above be paid

PROPOSER: Councillor Talbot

SECONDER: Councillor A Doble

DECISION: All in favour

Action: Clerk to set up payments

Bank Reconciliations

The September statements were not available when agenda was produced – updated information will be brought to the meeting and included in the minutes.

Bank account	Closing balance 31/08/2025	Monies in	Monies out	Closing balance 30/09/2025
Unity Trust Bank current 298	7394.04	5000.00	8901.34	3492.70
Unity Trust Bank deposit	108338.83	3320.95	5000.00	106659.78
Unity Trust Bank GF	762.17	4.32		766.49
Unity Trust Bank P3	1319.91	7.49		1327.40

Due to the date of the meeting (1 October 2025 and attendance at the DALC conference also 1 October 2025), the Clerk was unable to prepare the bank reconciliations in Scribe for September 25. This information will be brought to the November meeting as will the six-month budget report. The Finance Committee will review these documents at its October meeting.

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

The application has been sent and can take up to six months.

6.3 To receive an update on the change of key contact for Unity Trust Bank and changes for other bank accounts
Changes to the accounts can only take place by signatories.

HSBC: Online banking achieved (Councillor Summers to set up access for Clerk)

Cambridge Building Society – signatory work ongoing

Nationwide – verification of accounts ongoing

Skipton Building Society – address change achieved / signatory work ongoing

United Trust Bank – Councillor Summers setting up online banking

Unity Trust Bank – deleting signatory work ongoing

6.4 To receive information on S106 monies

There has been no new information from MDDC.

6.5 To receive requests for grants

The Clerk had requested the missing information:

- Mid Devon Mobility -forms awaited

- Repair Café -bank accounts awaited

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7. Planning

7.1 To consider the following applications:-

25/01313/TPO

Proposal: Application to reduce entire crown/canopy by 3m of 1 Ash tree protected by Tree Preservation Order 91/00001/TPO

Location: 2 Castle Barton Culmstock Road Hemyock
Site Vicinity Grid Ref: 313573 / 113338
Parish: Hemyock 26

[25/01313/TPO | Application to reduce entire crown/canopy by 3m of 1 Ash tree protected by Tree Preservation Order 91/00001/TPO | 2 Castle Barton Culmstock Road Hemyock Cullompton Devon EX15 3RJ](#)

Following discussion, the following proposal was put forward:

PROPOSAL: The Parish Council is content with this application provided that the Tree Officer is satisfied with the works being carried out.

PROPOSER: Councillor Povah

SECONDER: Councillor Moon

DECISION: All in favour

25/01214/HOUSE

Proposal: Erection of first floor extension following demolition of existing dormer extension

Location: Buncombe Cottage Hemyock Cullompton

Site Vicinity Grid Ref: 312163 / 112930

Parish: Hemyock 26

[25/01214/HOUSE | Erection of first floor extension following demolition of existing dormer extension | Buncombe Cottage Hemyock Cullompton Devon EX15 3RR](#)

Following discussion, the following proposal was put forward:

PROPOSAL: The Parish Council is content with this application

PROPOSER: Councillor Moon

SECONDER: Councillor A Doble

DECISION: All in favour

Action: The Clerk would upload the responses to the MDDC Planning Portal

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

The following decision notice was noted:

25/00044/HOUSE – APPROVED – 30 May 2025

Proposal: Installation of 4 velux windows to facilitate loft conversion

Location: 3 Hartley Drive Hemyock Cullompton Devon

7.3 To receive information regarding enforcement issues:

ENF/23/00164/COU – 13 July 2023

Re: Conversion of barn to dwelling

Shuttleton Castle Hill Hemyock

ENF/23/00214/BRE – 30 August 2023

Re: Home office used as living accommodation

Ploversfield Culmstock Road Hemyock

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The Clerk advised that no update had been received on these matters.

The Parish Council was concerned that there appeared to be kennels in the woods near Lyndensign Cottage.

Action: Clerk to upload a potential 'breach of planning'.

8. Asset Management Reports

The Parish Council noted the Clerk's report.

The Clerk had advised that Peta Dayus-Jones (BHLAC), Andy Brooke (Longmead) and Karen Pinder (Garages) had agreed to join the Asset Management Working Group.

Action: Clerk to circulate potential meeting dates

8.1 Longmead

The Parish Council had made the decision to take the finances back in house and have the Longmead Management Committee as the Longmead Advisory Committee.

This change has been accepted by the Longmead Management Committee who welcomed the move but would like to continue to have information on the finances.

The Clerk advised that consideration needed to be given to the wording of the Terms of Reference and the modus operandi for handling the accounts.

Action: Clerk to circulate dates for an informal meeting to discuss Longmead

Councillor Ward advised that the storage container had been cleaned out and Councillor A Doble advised that he needed to repair the floor. The Clerk had arranged skips to take away the rubbish.

Action: Councillor A Doble

Councillor Ward advised that Longmead were going to implement an Accident Book and the Clerk had provided information to the Longmead Advisory Committee.

Councillor Ward believed that ground work would be needed to improve the surface of the football pitches.

Action: Quotes to be obtained

Councillor Ward believed that the Skatepark would not be going ahead in the proposed format due to the expense and the lack of grants. A proposal would be put forward for a pump track.

The following matters had been brought to the Clerk's attention:

a) Purchase of line paint (£1000-1500)

It was noted that the current agreements with the football clubs was that line paint would be provided. This had been purchased by the Parish Council a year earlier and it had been thought it would last two years. Failure to dilute the line paint means that further supplies need to be bought. No grants had been applied for. Following discussion, the following proposal was put forward:

PROPOSAL: The Parish Council should purchase the line paint

PROPOSER: Councillor Moon

SECONDER: Councillor Talbot

DECISION: One abstention

Action: Clerk to purchase line paint

b) Options for having a permanent license at Longmead Pavillion

MDDC have advised that the Parish Council could have a permanent license at Longmead.

Following discussion, the following proposal was put forward:

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PROPOSAL: The Parish Council should look to obtain a licence for Longmead

PROPOSER: Councillor Moon

SECONDER: Councillor P Doble

DECISION: All in favour

Action: Clerk to apply for the licence

c) Online booking system for the facilities at Longmead Pavillion

The Parish Council's current website provider can add this using Shopify. The Shopify site could be hosted on longmead.hemyockparish.gov.uk or bookings.hemyock.gov.uk and that site would take care of the bookings and payments for them. Static information about Longmead would reside on the regular hemyockparish.gov.uk site.

Shopify itself costs £19 / month (billed yearly, payable directly to Shopify) on the basic plan. When you take card payments online, Shopify take 2% + 25p per card transaction.

Typical booking app plugin for Shopify is £11 / month (discounted if billed yearly, again paid directly to Shopify)

To implement a Shopify site with bookings system and secure card payments, the cost would be somewhere between £800 and £1300 depending on the complexity of the final requirements.

This is in line with other providers.

PROPOSAL: The Parish Council should use its current website contractor for the online booking system

PROPOSER: Councillor Moon

SECONDER: Councillor P Doble

DECISION: All in favour

Action: Clerk to contact supplier

- d) Inventory of equipment at Longmead
The Clerk had requested that an inventory of equipment should be put together by the Longmead Advisory Committee
- e) Insurance – both Hemyock PC (building) and Longmead Management Committee (fittings and contents) insure Longmead. Are two policies required?
Gallaghers had advised that the insurance was liability cover for the Longmead Management Committee. They had advised that the policy remain in place whilst the handover takes place.
The Parish Council RESOLVED to follow the advise of the insurance company.
- f) Terms of Reference for the Longmead Advisory Committee
See note above regarding an informal meeting.
- g) Quotes for upgrading the football pitches in the spring
Issues regarding the drainage of the football pitches and the uneven surface has been raised. This could be costly to correct.
Action: Quotes to be obtained
- h) Potential unwanted access to area of Longmead
Given MDDC's recent experiences, preventing unwanted access to Longmead should be investigated.
- i) The work has been done so that the electrics meet the legal requirements
This work had been necessary for Health & Safety reasons and the invoice was awaited.
- j) The fire extinguisher service will be due for payment
The Clerk was awaiting the invoice.
- k) Update on robotic mowers
It is understood that the robotic mowers are working well and should be cutting the whole area.

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- l) Electricity contract (EDF)
The electricity contract had not been reviewed for some time.
Action: Clerk to obtain quotes
- m) Update of MUGA refurbishment (2G surface ordered) and an opening ceremony
The MUGA surface had been ordered and a provisional date for the Opening Ceremony was given as either Friday, 7 or 14 November 2025.
- n) Skip hired to take away the waste from the containers
The Clerk had organised skips to take away the waste from the containers.
- o) Play park repairs
The Parish Council noted the cost of repairs would be around £1300. For Health & Safety reasons, the net had to be replaced.
- p) Audio visual equipment
The question of audio visual equipment at Longmead had been raised.
Action: Clerk to obtain quotes
- q) Clearing of the ponds by the U9 and U11 football teams
The Clerk advised that the U9 and U11 football teams had cleared the pond.
- r) Problem with the drains in the away changing rooms
A problem with the drains in the away changing rooms had been reported.
Action: Clerk to obtain a quote
- s) Recycling bins

The Clerk had provided information in recycling bins.

The Parish Council RESOLVED that a clear understanding of purpose of the bins needed to be understood before any action was taken.

Of the ongoing actions, the Clerk advised that:

The planning application for a Certificate of Lawfulness ongoing.

The planned improvements were almost complete.

8.2 War memorial

Councillor Povah advised he had nothing to report.

8.3 Cemetery

Hedging

Councillor Ward advised that he had purchased the plants as agreed. In order to protect the plants, fencing would be required.

PROPOSAL: The Parish Council purchase the fencing required.

PROPOSER: Councillor Talbot

SECONDER: Councillor P Doble

DECISION: All in favour

Action: Clerk to liaise with Councillor Ward

Spoil Tip

The Clerk had authorised the contractor to carry out the work.

Bier House

Meeting of Parish Councillors to decide works

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Path to extension

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

Moving to online records

Councillor P Doble advised that he had nothing to report.

8.4. Blackdown Healthy Living and Activities Centre

Report on

- Trees – the contractor had advised that the work needed doing and access had been obtained and work would be carried out. The Parish Council RESOLVED that the trees should be cut to the base as the roots would be holding up the bank. The work should be undertaken in early November.
- Riverbank – the report had been received. The river was moving out of line with the ground and Connecting the Culm were looking to see if it was possible to fund the work required.

8.5 The Parish Store

Councillor P Doble advised that he had nothing to report.

8.6 The Commons

Councillor Moon advised that he had nothing to report.

8.7 Public Conveniences

Councillor Povah advised that the works were ongoing to repair the public convenience.

The Parish Council noted that the men's toilet was also in need of painting.

PROPOSAL: The Parish Council have the men's toilet repainted whilst the contractor was on site.

PROPOSER: Councillor P Doble

SECONDER: Councillor A Doble

DECISION: All in favour

Action: Clerk/Councillor Povah to instruct the contractors.

8.8 Car Park

The Clerk was still awaiting a date for the works to commence but it was scheduled to take place in the current financial year.

8.9 Village Maintenance

Maintenance continues around the village.

Outstanding issues:

- quote for the handrail at Eastlands
Councillor Povah advised that the cost of using plastic posts and rails was more than double (£500) other alternatives (£200).
He proposed that a mixture of metal and timber be used.
PROPOSAL: The Parish Council accept Councillor Povah's recommendation.
PROPOSER: Councillor Ward
SECONDER: Councillor Moon
DECISION: All in favour
Action: Clerk/Councillor Povah to instruct the contractors.
- repairs to the millennium seat.
As soon as the wood which was being provided free of charge was ready, the seat would be repaired.

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.

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9. Project Reports

The Parish Council noted the Clerk's report:

9.1 Community Land (Cavanna)

Report from the Clerk

- Information from solicitor (Part 2)
- Proposal from Cavanna – information circulated (Part 2)

9.2 Station Road Pavement

Report from Councillor Povah

- Update from solicitor (Part 2)

9.3 Connecting the Culm/DRIP

Memorandum of Understanding (cameras)

The document had been signed and sent to DCC – the Clerk was awaiting the signed copy from DCC,

Floodgate at The Garages

Councillor P Doble advised that he had nothing to report.

9.4 Skatepark

In the absence of Councillor Summers, no update was given,

9.5 Assistance for the Clerk

Given that the work on the inventory was almost complete and the report circulated, the Parish Council debated whether the assistant could carry out other words such as chasing quotes etc.

PROPOSAL: The Parish Council allow the Clerk to use the assistant to move projects forward.

PROPOSER: Councillor P Doble

SECONDER: Councillor Talbot

DECISION: All in favour

Action: Clerk

9.6 Longmead Carpark

Councillor Povah advised he had written the specification and provided drawings to the contractor who was looking to undertake the work in October and he had drawn

No planning permission was required.

9.7 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

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 Footpaths (P3)

Councillor Povah advised that the work required to the bridge had been further postponed due to the bank being eroded and was now not likely to take place until the summer.

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11. Highways

The Parish Council noted the report from the Clerk:

Report from Clerk

- Road Warden
Claim being made for equipment purchased.
Claim being made for cones
- 20mph applications/speed limits
In the absence of Councillor Clist, no update was given.

The Clerk advised that the cost of VAS units was around £8000 for two units but did provide valuable information.

DCC Highways policy on mirrors

Meeting requested – no update.

Parklands Play Area

It was noted that hedges between 2 Parklands and the Parklands Play Area were being cut.

Action: Clerk to provide DCC hedge letter to Councillor Povah

Barriers

DCC have not responded to the request to change the barriers.

12. Police matters

12.1 Crime

The Clerk advised that there was nothing to report.

12.2 Councillor Advocate Scheme

The Clerk advised that funding was available to prevent Anti-Social Behaviour.

13. MDDC Report

In the absence of Councillor Clist no report was given.

14. DCC report

In the absence of Councillor Clist no report was given.

15. Public Relations

Public relations and social media

Councillor Talbot advised that she would put information up regarding the opening of the MUGA,

Report from Clerk

Email addresses were being set up.

16. Clerk Update/Correspondence

Blackdown Support Group AGM

Councillor Ward advised that the group had moved to being a CIO and had received the Kings Award for Volunteer Service. They were applying for funding.

Blackdown Hills National Landscape

Councillor Ward advised that he had attended one of the events where it indicated that native crayfish were being reintroduced to areas of the Culm.

Maintenance of the park below Lower Millhayes

No update received

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Station Road Drainage

Ongoing

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

Meeting being arranged with a planning consultant, Councillor Bradshaw and Devon Communities Together for November.

Blackdown Hill Parish Network

No report was given,

DALC

The Clerk would report on AGM at the next meeting.

Housing Needs survey

Awaiting update from Devon Communities Together/MDDC

Mid Devon District Council - State of the District Debate

Slides circulated to Parish Councillors

17. Matters raised by Councillors/meetings attended

Councillor Doble advised that he felt the Parish Council should ask that drains be checked when planning applications were approved.

18. Items for the next agenda

As detailed in these minutes.

19. Dates of the next meetings:

Full Council Meeting - Wednesday, 5 November 2025

Dates to be set for:

Asset Management Working Group

Action Plan Meeting

Skatepark Meeting

Finance Committee

Signed _____ Date _____

Chairman

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Part 2

Community Land

Meeting with solicitor

The Parish Council received an update from the Clerk on the ongoing negotiations regarding the exchange of contracts. The Clerk advised that she had sent Cavanna's offer to the solicitor to make sure it complied with the S106 agreement.

Meeting with Cavanna

The Clerk had circulated Cavanna's report/offer to the Parish Council.

The Parish Council did not feel the sum on offer or the work being covered was sufficient to re-instate the land to its original state and rectify the damage done.

Station Road

The Parish Council received a report from Councillor Povah and the Clerk.

The Parish Council RESOLVED to proceed with the pavement as far as agreements had been reached but noted that the solicitor had not actioned the requests from the Clerk.

Land in the village

The Parish Council instructed the Clerk to negotiate on land available in the village.

ITEM		PAGE
6	Finance	14-17

6.1 To agree income and expenditure and bank reconciliations:

The information provided reflects the bank transactions to 28/10/25. An update will be made at the meeting to cover payments/receipts to 31/10/2025.

INCOME (to 28 October 2025)

	September
Account ending 1298	0.00
Account ending 1308	0.00
Account ending 1311	0.00
Account ending 1324	
Pizza van	20.00
Precept	49000.00

EXPENDITURE – Invoices received 2025/26

Payments made in October to date

01-Oct-25	MDDC DIRECT DEBITS	1251581	-53	
06-Oct-25	B/P to: Wellington Waste	756795HEMYOCK	-168	
06-Oct-25	B/P to: I R Pike	CEMETERY GRASS	-520	
06-Oct-25	B/P to: e ingledew	P COUNCIL	-162	
06-Oct-25	B/P to: hmrc cumbernauld	120PW00334133	-486.22	
06-Oct-25	B/P to: Mrs S M McGeever	EXPENSES	-54.5	
06-Oct-25	B/P to: Mrs S M McGeever	WAGES SEP25	-1254.21	
06-Oct-25	B/P to: Blackdown Healthy	PARISH COUNCIL	-16	
06-Oct-25	B/P to: Wellington Waste	OUT149796	-264	
06-Oct-25	B/P to: Chrissie Parker	HPC/0007	-83.09	
06-Oct-25	B/P to: pkf littlejohn llp	DV0179 HEMYOCK	-504	
06-Oct-25	VALDA ENERGY LIMIT	VALDAENERGY	-29.57	
10-Oct-25	B/P to: J Stevens Contract	INVOICE 0313	-120	
10-Oct-25	B/P to: ST Electricals	5889/LONGMEAD	-28.02	
10-Oct-25	B/P to: golden grove	57603	-78.84	
10-Oct-25	B/P to: net world sports	C03001034	-1379.41	-5200.86

Invoice from RBL to be presented at the meeting if received

Invoices to pay for October (approval at October 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.	TBA	I Pike	Cemetery maintenance
2.	TBA	E Ingledew	Village maintenance
3.	6.00	S McGeever	Public Convenience
4.	TBA	S McGeever	Giff Gaff subscription (October)
5.	TBA	HMRC	September wages
			PAYE/NI

No	Amount	Payee	Reason
6.	TBA	S McGeever	Mileage (October)
7.	26.00	S McGeever	Expenses (October)
8.	437.29	Husqvarna DD	Robot mowers
9.	30.18	Valda DD	Electricity – public convenience
10.	TBA	C Parker	Inventory
11.	16.00	BHLAC	Meeting room
12.	42.00	DALC	Grant writing course
13.	60.00	DALC	AGM
14.	324.00	D Wood	Longmead upgrade
15.	2900.40	ST Electricals	Longmead kitchen
16.	2480.14	ST Electricals	Longmead to meet safety standards
17.	29.26	FW3	Toilet rolls
18.	120.00	Bunyan Plumbing	Public convenience
19.	44.46	MDDC	Cemetery waste
20.	900.00	J Stevens	Cemetery spoil tip

A transfer of £10,000 will be made from the deposit account to the current account to cover the invoices.

The Parish Council needs to consider releasing funds from deposit accounts to pay for upcoming purchases:

MUGA

Land

Longmead Car Park

MDDC Grass Cutting

Proposed grass cutting charges for Hemyock for the 2026-2027 financial year, to assist with your budget setting.

The charges are based on your current regime of 7 cuts, the areas we maintain and includes an inflationary increase. This charge also takes into account the subsidy provided by Devon County Council for visibility areas of their land within your Parish, which are cut four times per season.

Therefore, your contribution for 2026-2027 will be:

£1,322.96 (excl. VAT)

Bank Reconciliations

The September statements were not available when agenda was produced – updated information will be brought to the meeting and included in the minutes.

Bank account	Closing balance 30/09/2025	Monies in	Monies out	Closing balance 28/10/2025
Unity Trust Bank current 298	3492.70	5000.00		2854.55
Unity Trust Bank deposit	106659.78	49020.00	5000.00	150679.78
Unity Trust Bank GF	766.49			766.49
Unity Trust Bank P3	1327.40			1327.40

Details of the other bank accounts will be circulated prior to the meeting when statements are available

A bank reconciliation report (all accounts) will be prepared in Scribe for October 25, circulated to Parish Councillors for review prior to the meeting and are to be signed by the Chairman.

The six-month budget report will not be available at the meeting but will be circulated to Finance Committee for review at its November meeting.

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

Application submitted

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

Changes to the accounts can only take place by signatories.

HSBC – Update from Councillor Summers (online access required for the Clerk)

Cambridge Building Society – signatory work ongoing

Nationwide – verification of accounts ongoing

Skipton Building Society – address change achieved / signatory work ongoing

United Trust Bank – Councillor Summers setting up online banking

Unity Trust Bank – deleting signatory work ongoing

6.4 To receive information on S106 monies

No update

6.5 To receive requests for grants

- Mid Devon Mobility -forms awaited

- Repair Café -bank accounts received and circulated

- Hemyock Lights – forms sent

6.6 Armistice Day

Purchase of a wreath.

ITEM		PAGE
7	Planning	18

7.1 To consider the following applications:-

No planning applications have been received.

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

No decision notices have been received.

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

25/00188/COU – 10 October 2025

Change of use of land and erection of kennels

Land at NGR 312008 112296 Scotland Farm 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.

Councillor Clist has also met with the Enforcement Officer.

ITEM		PAGE
8	Asset Management Reports	19-21

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

Peta Dayus-Jones (BHLAC) and Andy Brooke (Longmead) and Karen Pinder (Garages) have agreed to join the working group.

A meeting date is required.

8.1 Longmead

The Parish Council has made the decision to take the finances back in house and have the Longmead Management Committee as the Longmead Advisory Committee.

Consideration needs to be given to the wording of the Terms of Reference and the modus operandi for handling the accounts. A meeting is required.

Update on matters brought to the Clerk's attention:

- a) Purchase of line paint
The line paint has been purchased
- b) Options for having a permanent license at Longmead Pavillion
The application for the licence is ongoing – can the Parish Council be the licensee or does someone need to be appointed (cannot be the Longmead Advisory Committee)
- c) Online booking system for the facilities at Longmead Pavillion
Awaiting details of all booking requirements from the Longmead Advisory Committee
- d) Inventory of equipment at Longmead
The Clerk had requested that an inventory of equipment should be put together by the Longmead Advisory Committee - outstanding
- e) Insurance
The second insurance policy will run to May 2026 to cover the handover.
- f) Terms of Reference for the Longmead Advisory Committee
See note above regarding an informal meeting.
- g) Quotes for upgrading the football pitches in the spring
Grass pitcvh webinair report
Action: Quotes to be obtained
- h) Potential unwanted access to area of Longmead
MDDC's decision to put in height barriers – is this required at Longmead?
- i) The work has been done so that the electrics meet the legal requirements
Invoice listed in Finance for payment.
- j) The fire extinguisher service will be due for payment
The Clerk was awaiting the invoice outstanding.
- k) Update on robotic mowers
It is understood that the robotic mowers are working well and should be cutting the whole area.
Request for confirmation sent.
- l) Electricity contract (EDF)
Clear Utilities have been requested to provide quotes.

Possibility of grants for solar panel/battery system to run all sports facilities/electric car charges.

- m) Update of MUGA refurbishment (2G surface ordered) and an opening ceremony
Work scheduled to commence on 10 November 2025.
- n) Skip hired to take away the waste from the containers
All debris has now been cleared.
- o) Play park repairs
Equipment ordered
- p) Audio visual equipment
The question of audio visual equipment at Longmead had been raised – ongoing.
- q) Problem with the drains in the away changing rooms
Awaiting quote.
- r) Recycling bins
Clerk awaiting information from Longmead Advisory Committee

Ongoing actions:

Planning application for a Certificate of Lawfulness ongoing.

The planned improvements are almost complete.

8.2 War memorial

Nothing to report.

8.3 Cemetery

Hedging

Update from Councillor Ward.

Spoil Tip

Completed

Bier House

Meeting of Parish Councillors to decide works

Path to extension

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

Moving to online records

Update from Councillor Doble.

Any further updates from Councillor A Doble.

8.4. Blackdown Healthy Living and Activities Centre

Report on

- Trees (will be going ahead in November)
- Riverbank (report received - Connecting the Culm looking at funding)

8.5 The Parish Store

Update from Councillor P Doble

8.6 The Commons

Report from Councillor Moon

8.7 Public Conveniences

Update from Councillor Povah on the works to repair works/refurbishment of the public convenience.

8.8 Car Park

Report from the Clerk

Awaiting dates for the works to commence.

The Parish Council is now responsible for the Street Lighting and a fault has been reported.

Action: Set up an account with Enerveo

DCC are moving closer to appointing an electric car charger contractor/partner.

8.9 Village Maintenance

Maintenance continues around the village.

Outstanding issues:

- Handrail at Eastlands
- Repairs to the millennium seat.

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.

Ongoing

ITEM		PAGE
9	Project Reports	22

9.1 Community Land (Cavanna)

Report from the Clerk

- Information from solicitor (Part 2)
- Proposal from Cavanna – information circulated (Part 2)
- Proposed purchase of additional land to facilitate access (Part 2)

9.2 Station Road Pavement

Report from Councillor Povah

- Update from solicitor (Part 2)

9.3 Connecting the Culm/DRIP

Memorandum of Understanding (cameras)

Signed document sent to DCC – awaiting a signed copy

Floodgate at The Garages

Updated Councillor P Doble.

9.4 Skatepark

Update from Councillor Summers

9.5 Assistance for the Clerk

Mrs Parker is happy to provide assistance once the inventory is complete.

9.6 Longmead Carpark

Update from Councillor Povah

No planning permission is required.

9.7 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	23

10.1 Garages

Report from Councillor P Doble

10.2 Hemyock Community Larder

Report from Councillor P Doble

10.3 Footpaths (P3)

Report from Councillor Povah

ITEM		PAGE
11	Highways - traffic issues and pavements	24

Report from Clerk

- Road Warden
Claim being made for equipment purchased.
Claim being made for cones
- 20mph applications/speed limits
Update from Councillor Clist

DCC Highways policy on mirrors

Meeting requested.

Parklands Play Area

The hedge between 2 Parklands and the Parklands Play Area. This is a double hedge with a informal path between. The Play area hedge has grown over the path and 2 Parklands hedge and is as far as touching the house, either trimmed back or may be layered to thicken up the hedge.

Response awaited.

Barriers

DCC have not responded to the request to change the barriers.

ITEM		PAGE
12	Police Matters - Councillor Advocate Scheme	25

12.1 Crime

Incident at bike ramp

12.2 Councillor Advocate Scheme

Report from Councillor Clist

ITEM		PAGE
15	Public Relations	26

Report from Councillor Talbot on public relations and social media.
Nothing to report

Report from Clerk
Gov.uk email addresses have been set up.
Details to be circulated to all councillors.

ITEM		PAGE
16	Clerk update/Correspondence received	28

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

Maintenance of the park below Lower Millhayes

No update received

Station Road Drainage

Ongoing

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

Meeting being arranged with a planning consultant, Councillor Bradshaw and Devon Communities Together for November. Further update at the meeting.

Blackdown Hill Parish Network

Information circulated

Housing Needs survey

Awaiting update from Devon Communities Together/MDDC

Mid Devon District Council - State of the District Debate

Questions and answers circulated

AGAR 25-26 Assertion 10

Documentation circulated.

Decision required on training (possibility to share with other parish councils)

Use of an image and request for payment on Hemyock.org

Update to be given at the meeting

		PAGE
19	Date of the next meeting	29

Dates of the next meetings:

3 December 2025

Dates to be decided:

Asset Management Working Group

Action Plan Meeting

Skatepark Meeting

Finance Committee – November to discuss budgets for precept

Emergency Plan