

**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
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No	Amount	Payee	Reason
14.	168.00	Wellington Waste	Longmead Skip
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

## **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

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:

**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](http://longmead.hemyockparish.gov.uk) or [bookings.hemyock.gov.uk](http://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](http://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.

- 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

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.



## **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.

## **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

### **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

## 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.