



Hemyock Parish Council

26 November 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, 3 December 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 5 November 2025	4-15
5	Chairman's Announcements	N/A
6	Finance	16-18
7	Planning 25/01591/LBC Proposal: Consent to install internet to property to include a fibre optic cable and junction box Location: Culmbridge Mill Hemyock Cullompton Site Vicinity Grid Ref: 314385 / 113545 Parish: Hemyock 26 25/00881/OUT Proposal: Outline application with all matters reserved, other than the point of access for the erection of up to 9 self or custom-build dwellings Location: Land at NGR 313524 113461 Culmstock Road Hemyock Planning Committee – 3 December 2025	19
8	Asset Management Reports Longmead War memorial Cemetery Blackdown Healthy Living and Activities Centre The Parish Store The Commons Public Conveniences	20-22

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9	Project Reports Community Land (Cavanna) Station Road Pavement Connecting the Culm/DRIP Skatepark Assistance for the Clerk Longmead Car Park Building Maintenance	23
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11	Highways Road Warden Scheme DCC 20mph applications Speeds in the village/Speedwatch	25
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13	MDDC Report Report from Councillor Clist on current planning climate/Local Government Reorganisation Written report from Councillor DuChesne	N/A
14	DCC Report Report from Councillor Clist	N/A
15	Public Relations	27
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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	29

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 5 November 2025	4-15

Hemyock Parish Council
Meeting of the Parish Council
held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 5 November 2025

Present

Councillors P Doble (Chair) A Doble, Parish, District & County Councillor Clist, Councillors 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 and Councillors Atkinson, Moon and 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 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 and the new route
- Hemyock Day fund-raising was underway, the next event was an 'almost Xmas party' on 22 November and New Year's Eve party.
- Spoil from recent burial in the cemetery (note required to Funeral Directors)
- Donation boxes at the car park and toilet
- Purchase of land in the village

4. To approve the minutes of the meeting on 1 October 2025

PROPOSAL: The council minutes of 1 October 2025 are approved as a true record of the meeting.

PROPOSER: Councillor Talbot

SECONDER: Councillor A Doble

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 advised that the December meeting would start at 8pm for allow for Parish Councillors to speak to residents outside of a public meeting and answer any questions.

6. Finance

In the absence of Councillor Summers, the Clerk ran through the financial information from the updated financial information circulated to councillors and reflected in these minutes.

6.1 To agree income and expenditure and bank reconciliations:

The information provided reflects the bank transactions to 31/10/25.

INCOME (to 31 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 to 31 October 2025:**

01-Oct-25	MDDC DIRECT DEBITS	1251581	-53	
01-Oct-25	Husqvarna	Robot mowers	-437.29	
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	
30-Oct-25	Husqvarna	Robot mowers	-437.29	
31-Oct-25	Service Charge		-8.25	-6083.69

Councillor Clist queries the payment to Golden Grove and the Clerk advised this was for the yew trees in the cemetery.

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.	388.00	I Pike	Cemetery maintenance £168 Village maintenance £160 Grass Cutting £60 Grass seed £55 Petrol £13.70 Toilet lock £14.49
	83.19		
2.	162.00	E Ingledew	Public Convenience

No	Amount	Payee	Reason
			Page 269
3.	6.00	S McGeever	Giff Gaff subscription (October)
4.	1111.96	S McGeever	September wages
5.	423.94	HMRC	PAYE/NI
6.	31.05	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.	103.90	C Parker	Inventory
11.	16.00	BHLAC	Meeting room (September)
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
21.	50.00	Devon Communities	Membership
22.	16.00	BHLAC	Meeting room (October)
23.	59.28	MDDC	Repair of car park light
24.	125.00	R Taylor	Footbridge / bike ramp
25.	18149.64	J Stevens	Longmead car park

Councillor Povah advised that he was in the process of checking the invoice for Longmead Car Park.

Councillor Clist queried the payments to ST Electrical and the Clerk advised that one invoice would be attributed to the Longmead Improvement budget and the works to meet safety standards would fall under Longmead maintenance.

PROPOSAL: The payments as listed above be paid with the exception of Longmead Car Park be paid immediately. Once approved by Councillor Povah, the invoice for Longmead Car Park should also be paid.

PROPOSER: Councillor Ward

SECONDER: Councillor Talbot

DECISION: All in favour

Action: Clerk to set up payments

The Parish Council noted a transfer of £30,000 would be made from the deposit account to the current account to cover the invoices.

The Parish Council considered the release of funds from deposit accounts to pay for upcoming purchases: MUGA resurfacing (approximately £70,000 including VAT) and Land within the village to provide for open space and an entrance to the Cavanna community land from Longmead (subject to solicitor's report and deposit being made)

The Parish Council noted that monies were being vired from the Skatepark fund to the MUGA and that funds were also held in the reserves for community land of equivalent value to the overage received from the previous sale of land .

The Parish Council RESOLVED to draw down funds, as require, from deposit accounts which were not subject to a loss of interest i.e. HSBC (monthly interest) and Nationwide (35-days' notice).

MDDC Grass Cutting

The proposed grass cutting charges for Hemyock for the 2026-2027 financial year were £1322.96 (excluding VAT).

The charges are based on the current regime of 7 cuts, the areas MDDC 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 the Parish, which are cut four times per season.

PROPOSAL: The Parish Council accept their contribution to MDDC grass cutting.

PROPOSER: Councillor P Doble

SECONDER: Councillor A Doble

DECISION: All those voting were in favour. Councillor Clist abstained.

Action: Clerk to confirm to MDDC

Bank Reconciliations

The Unity Trust Bank account reconciliations were as follow:

Bank account	Closing balance 30/09/2025	Monies in	Monies out	Closing balance 31/10/2025
Unity Trust Bank current 298	3492.70	5000.00	6083.69	2409.01
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

The other bank accounts details were as follows:

HSBC Commercial £ 317.72

HSBC Deposit £98,574.34

Following the successful completion of the Safeguarding Review, bank statements had been received and these figures would be updated for the December meeting.

Cambridge Building Society	£83,567.14
Nationwide Instant Access	£ 5,210.41
Nationwide 35 day	£85,235.21
Skipton Building Society	£91,385.54
United Trust Bank	£89,805.21
Total	£609,278.25

The Parish Council noted that these funds were held in a number of earmarked reserves including Community Land, Longmead Car Park, Longmead Improvements, Cemetery Improvements and Station Road Pavement. Some of these reserves had been reduced as a result of work undertaken this year would need to be built up to cover the continued need for improvements etc.

This year consideration would also need to be given to the implications of Local Government Reorganisation which could well mean that non-statutory assets held by MDDC may be handed over to the Parish Council. As an example, MDDC had three play areas in Hemyock.

The Clerk had met with MDDC and was awaiting further information regarding MDDC assets in Hemyock.

The Parish Council had already taken on the car park in Fore Street and this included maintenance of the lights and a contract had been signed with Enerveo who were contracted by both DCC and MDDC following reports of light failure.

The bank reconciliation report (all accounts) were being prepared in Scribe (October 2025) for signature by the Chair following the changes to the HSBC figures for signature by the Chairman.

The six-month budget report and the seven-month budget report had been circulated to members of the Parish Council and showed a spend to date of approximately £80,000. The Finance Committee would review this information at its November 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: Councillor Summers to set up online 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 access for the Clerk
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
- Mid Devon Mobility - forms awaited

- Repair Café
All information had been received and circulated. The Repair Café were asking for a grant of £340 to cover hall hire for their events.

PROPOSAL: The Parish Council provide a grant of £340.
PROPOSER: Councillor P Doble
SECONDER: Councillor Povah
DECISION: All in favour.
Action: Clerk to set up payment.

- Hemyock Lights
All information had been received and circulated. Hemyock Lights were asking for a donation of £470 to cover hall hire and materials for the lights.

PROPOSAL: The Parish Council provide a grant of £470.
PROPOSER: Councillor P Doble
SECONDER: Councillor Talbot
DECISION: All in favour.
Action: Clerk to set up payment.

6.6 Armistice Day
The Parish Council historically purchased of a wreath from the Royal British Legion by way of a donation to the local branch.

PROPOSAL: The Parish Council make a donation of the amount provided last year and an additional £10.
PROPOSER: Councillor Talbot
SECONDER: Councillor Clist
DECISION: All in favour.
Action: Clerk to set up payment.

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7. Planning

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 had 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.

Updates were normally only provided if and when a Notice of Breach of Planning had been issued and placed in the public domain.

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 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.

Action: Clerk to circulate potential meeting dates

Update on matters brought to the Clerk's attention:

a) Purchase of line paint

The line paint has been purchased and a reminder issued to dilute it before use.

b) Options for having a permanent license at Longmead Pavillion

The Parish Council can apply for the licence and work is ongoing. It was essential that Longmead was used to its potential to generate income to cover expenditure.

c) Online booking system for the facilities at Longmead Pavillion

The web provider had confirmed they were able to do the work and the Clerk was awaiting details of all booking requirements from the Longmead Advisory Committee

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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
Councillor Ward advised he had attended the grass pitch webinar which had covered by both maintenance and the grants available for pitch improvement and equipment totalling around £8000 over three years. There was a phone app which allowed you to carry out a survey of the pitch and allow for the grant application.

Action: Councillor Ward undertook to carry out the survey.

Councillor Ward also advised that they had provided information on microdots that can help to ensure that any stolen equipment is returned to the club concerned.

Action: Councillor Ward undertook to gather further information.

- h) Potential unwanted access to area of Longmead
The Parish Council considered MDDC's decision to put in height barriers in at some leisure centres and felt this was no particle for Longmead due to the number of access routes.

Councillor Clist advised that many councils had paperwork in place to allow the police to act upon an infringement.

Action: Clerk to contact Monitoring Officer.

- 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. A request for confirmation had been sent but appeared the area had not been cut for some weeks.
- l) Electricity contract (EDF)
Clear Utilities had provided quotes for a new energy supplier. Valda Energy represented a considerable saving.

PROPOSAL: The Parish Council change to Valda Energy provided that there was no penalty for changing provider.

PROPOSER: Councillor P Doble

SECONDER: Councillor Talbot

DECISION: All in favour.

Action: Clerk

The Clerk had looked at the possibility of grants for solar panel/battery system to run all sports facilities/electric car charges. The roof at Longmead was a 'living roof' and the feasible would need to be considered. The condition of the roof should be identified.

Action: Clerk

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- 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/acoustics

The question of audio visual equipment/acoustics at Longmead had been raised – ongoing.

q) Problem with the drains in the away changing rooms

The Clerk was awaiting quotes.

r) Recycling bins

Clerk awaiting information from Longmead Advisory Committee

Other actions:

Planning application for a Certificate of Lawfulness ongoing.

The planned improvements are almost complete.

8.2 War memorial

Councillor Povah advised he had nothing to report.

8.3 Cemetery

Hedging

The Clerk advised that she was in the process of purchasing the fencing required to protect the new trees once planted.

Action: Clerk

Spoil Tip

The spoil tip had been cleared (see Finance).

PROPOSAL: The Parish Council delegate the choice of shrub to screen the new spoil tip to Councillor Ward.

PROPOSER: Councillor P Doble

SECONDER: Councillor Talbot

DECISION: All in favour.

Action: Councillor Ward/Clerk

Bier House

The question was raised if the Bier House was a listed building and whether it could be moved and replaced with a new building so that the new path could run in a straight line.

Action: Clerk to investigate

Path to extension

This will be required during the course of the next 12 to 18 months at current burial rates and the Parish Council RESOLVED to ask for quotes for a hardcore/tarmac path.

Action: Councillor A Doble/Clerk

Moving to online records

Councillor P Doble advised that he had nothing to report.

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8.4. Blackdown Healthy Living and Activities Centre

Report on

- Trees – the contractor had advised that the work should be undertaken in 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. No update was available.

8.5 The Parish Store

Councillor P Doble advised that messages had been circulated regarding the state of the store. It was essential all users kept the store tidy

8.6 The Commons

In the absence of Councillor Moon no report was given.

Councillor P Doble provided the incident number for the damage to the gate at Shuttleton Common.

Action: Clerk to investigate

8.7 Public Conveniences

Councillor Povah advised that the works were ongoing to repair and upgrade the public convenience. The question had arisen as to whether or not the smoked damaged windows should be replaced.

Action: Quotes to be obtained

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.

See Finance for cost of lighting repairs.

8.9 Village Maintenance

Maintenance continues around the village.

Outstanding issues:

- handrail at Eastlands
Councillor Povah advised that he had been offered oak posts and the Parish Council RESOLVED to accept these. The work would be carried out by Mr Pike (village maintenance).
- repairs to the millennium seat.
Mr Pike (village maintenance) advised that the would had been received and the seat could now 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)
- Proposed purchase of additional land to facilitate access (Part 2)

9.2 Station Road Pavement

Report from Councillor Povah

- Update from solicitor (Part 2)

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9.3 Connecting the Culm/DRIP

Memorandum of Understanding (cameras)

Signed document sent to DCC – awaiting a signed copy

Floodgate at The Garages

Councillor P Doble advised he had nothing to report.

9.4 Skatepark

In the absence of Councillor Summers no report was given.

9.5 Assistance for the Clerk

The Clerk advised that Mrs Parker was happy to provide assistance once the inventory is complete.

9.6 Longmead Carpark

Councillor Povah advised that the work to Longmead Carpark had been completed.

See Finance.

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 he had nothing new to report.

the work required to the bridge had been further postponed due to the bank being eroded and was now

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
Information was awaited from DCC.

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(ongoing)

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Barriers

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

Action: Councillor Clist to follow up.

12. Police matters

12.1 Crime

The Clerk advised that there had been an incident at the bike ramp.

12.2 Councillor Advocate Scheme

Councillor Clist had nothing to report.

13. MDDC Report

Councillor Clist gave a brief report on Village Libraries that provided equipment and on Local Government Reorganisation and suggested that the CEO of Wellington Town Council be invited to speak to the Parish Council.

Action: Clerk

Councillor Clist requested that the 7-day deletion option be added to the WhatsApp group.

Action: Clerk

MDDC were currently undertaking a Resident's Survey and urged the Parish Council to take part.

With the funding for Junction 28 not being available, Culm Valley Garden could only accommodate 500 homes and not the 7500 originally predicted. This meant that all villages would be subject to development and PIP applications were not open to scrutiny.

14. DCC report

Councillor Clist advised that much of DCC's time was spent on the implications of Local Government Reorganisation and balancing the books.

15. Public Relations

Public relations and social media

Councillor Talbot advised that she had nothing to report other than information received from MDDC and DCC was regularly posted to update residents.

Report from Clerk

The email addresses had been set up and councillors would receive information on logging it etc.

16. Clerk Update/Correspondence

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.

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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.

PROPOSAL: The Parish Council should fund the Clerk's training, sharing the cost with other parish councils.

PROPOSER: Councillor Clist

SECONDER: Councillor P Doble

DECISION: All in favour.

Action: Clerk

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

The Clerk was in contact with the company and the request for payment was genuine and the possibility of reducing the fee given the Parish Council funds came from the public purse was being investigated

17. Matters raised by Councillors/meetings attended

Councillor Ward advised that he was storing the plastic sheets that had previously been used at the Longmead Carpark. They might be useful for the community land but if this proved not to be the case, he asked that provision be made for a skip to take them away.

The Parish Council RESOLVED this was a reasonable request and noted that quotes could be needed in the future.

18. Items for the next agenda

As detailed in these minutes.

19. Dates of the next meetings:

Full Council Meeting

-

Wednesday, 3 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

The Chairman called for the public and press to be excluded from the agenda items where the items for discussion were either confidential or exempt as defined in Schedule 12 of the Local Gov Act 1972 and called for a resolution to be passed by full Council to prove the exclusion.

PROPOSAL: The Parish Council move to Part 2 for discussions relating to items 8.1 and 8.2.

PROPOSER: Councillor P Doble

SECONDER: Councillor Clist

DECISION: All in favour.

Community Land

The Clerk had provided further correspondence from the solicitor relating to the handover of the Community Land from Cavanna and advised that advice had also been sought from MDDC S106 as the use of the land as part of the building process. This use had altered the profile of the land.

A number of queries relating to the proposed contract remained outstanding.

Offer from Cavanna

The Parish Council did not feel the sum on offer or the work being covered in the offer was sufficient to re-instate the land to its original state and rectify the damage done. Following discussion and figures generated using standard pricing lists for agricultural work, it was proposed that the Parish Council request a more substantial sum of money.

Station Road

The Parish Council received a report from Councillor Povah and the Clerk and it was confirmed that contracts had now been sent to both parties.

A request had been made to provide access over additional Parish Council land.

The Parish Council RESOLVED that it wished to proceed with the contracts as written without alteration. Whilst the Parish Council were keen to provide residents with additional pavement in Station Road to increase road safety, the benefit should not outweigh the cost.

The Clerk would convey the Parish Council's decision to the solicitor.

Land in the village

The Clerk, as instructed, had negotiated the purchase of community land in the village and a Memorandum of Sale had been issued. The overage monies for community land would more than cover the cost and provide a significant asset to the village.

The Clerk hoped to bring additional information on how to manage the land to the next meeting.

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ITEM		PAGE
6	Finance	16-18

6.1 To agree income and expenditure and bank reconciliations:

The information provided reflects the bank transactions to 26/11/25. An update will be made at the meeting to cover payments/receipts to 30/11/2025.

INCOME (to 26 November 2025)

	November
Account ending 1298	0.00
Account ending 1308	0.00
Account ending 1311	0.00
Account ending 1324	0.00

EXPENDITURE – Invoices received 2025/26

Payments made in November to date

03-Nov-25	MDDC DIRECT DEBITS	1251581	-53.00	
05-Nov-25	VALDA ENERGY LIMIT	VALDAENERGY	-30.18	
10-Nov-25	B/P to: I R Pike	CEMETERY GRASS	-388.00	
10-Nov-25	B/P to: I & Y Pike	REIMBURSEMENT	-83.19	
10-Nov-25	B/P to: e ingledew	P COUNCIL	-162.00	
10-Nov-25	B/P to: Mrs S M McGeever	EXPENSES	-63.05	
10-Nov-25	B/P to: Mrs S M McGeever	WAGES OCT25	-1111.96	
10-Nov-25	B/P to: hmrc cumbernauld	120PW00334133	-423.94	
10-Nov-25	B/P to: Chrissie Parker	HPC/0008	-103.90	
10-Nov-25	B/P to: Blackdown Healthy	PC 4119/4146	-32.00	
10-Nov-25	B/P to: dalc	6989 AND 6900	-102.00	
10-Nov-25	B/P to: Wood plumbing	LONGMEAD 3281	-324.00	
		5829/LONGMEAD		
10-Nov-25	B/P to: ST Electricals	IMPR	-2900.40	
		5905/LONGMEAD		
10-Nov-25	B/P to: ST Electricals	SAFE	-2480.14	
10-Nov-25	B/P to: fw3 ltd	974694	-29.26	
10-Nov-25	B/P to: bunyan plumbing	PARISH COUNCIL	-120.00	
10-Nov-25	B/P to: mddc	80031170	-44.46	
10-Nov-25	B/P to: J Stevens Contract	INVOICE 0329	-900.00	
10-Nov-25	B/P to: DCT	HEMYOCK PC	-50.00	
10-Nov-25	B/P to: R Taylor	PARISH COUNCIL	-125.00	
10-Nov-25	B/P to: mddc	20041832	-59.28	-9585.76

Invoice from RBL to be presented at the meeting if received

Invoices to pay for November (approval at December 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 Village maintenance
2.	171.00	E Ingledew	Public Convenience
3.	6.00	S McGeever	Giff Gaff subscription (October)
4.	TBA	S McGeever	September wages
5.	TBA	HMRC	PAYE/NI
6.	TBA	S McGeever	Mileage (October)
7.	26.00	S McGeever	Expenses (October)
8.	437.29	Husqvarna DD	Robot mowers
9.	29.46	Valda DD	Electricity – public convenience
10.	130.13	C Parker	Inventory
11.	TBA	BHLAC	Meeting room
12.	1541.09	MDDC	Grass cutting
13.	102.00	Bunyan Plumbing	Public convenience
14.	96.00	Bunyan Plumbing	Longmead
15.	72.00	MDDC	Brown bin permit
16.	150.00	A Doble	Longmead container
17.			
18.			
19.			
20.			

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

MUGA

Land

Longmead Car Park

Bank Reconciliations

The November 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 31/10/2025	Monies in	Monies out	Closing balance 26/11/2025
Unity Trust Bank current 298	2409.01	30000.00	-9585.76	22823.25
Unity Trust Bank deposit	150679.78	30000.00		120679.78
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 November 25, circulated to Parish Councillors for review prior to the meeting and are to be signed by the Chairman.

The eight-month budget report will be available at the meeting together with a provisional budget.

6.2 Precept discussion

See above

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

Application submitted

6.4 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

6.5 To receive information on S106 monies

No update

6.6 To receive requests for grants

- Mid Devon Mobility - forms awaited

6.7 Christmas Lights

Allocation of funds for Christmas Light prizes

ITEM		PAGE
7	Planning	19

7.1 To consider the following applications:-

25/00881/OUT

Proposal: Outline application with all matters reserved, other than the point of access for the erection of up to 9 self or custom-build dwellings

Location: Land at NGR 313524 113461 Culmstock Road Hemyock

Planning Committee – 3 December 2025

25/01591/LBC

Proposal: Consent to install internet to property to include a fibre optic cable and junction box

Location: Culmbridge Mill Hemyock Cullompton

Site Vicinity Grid Ref: 314385 / 113545

Parish: Hemyock 26

Deadline for comments: 12 December 2025

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

25/01214/HOUSE – APPROVED – 30 October 2025

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

Location: Buncombe Cottage Hemyock Cullompton Devon

25/01313/TPO – APPROVED – 11 November 2025

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 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

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 spoke with the Enforcement Officer in November and site visits are taking place.

ITEM		PAGE
8	Asset Management Reports	20-22

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) 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)
- b) Online booking system for the facilities at Longmead Pavillion
Awaiting details of all booking requirements from the Longmead Advisory Committee
- c) Inventory of equipment at Longmead
The Clerk had requested that an inventory of equipment should be put together by the Longmead Advisory Committee - outstanding
- d) Insurance
The second insurance policy will run to May 2026 to cover the handover.
- e) Terms of Reference for the Longmead Advisory Committee
See note above regarding an informal meeting.
- f) Quotes for upgrading the football pitches in the spring
Work ongoing
Action: Councillor Ward
- g) The fire extinguisher service will be due for payment
The Clerk was awaiting the invoice outstanding.
- h) 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.
- i) Electricity contract (EDF/VALDA)
Direct debit to sign
Possibility of grants for solar panel/battery system to run all sports facilities/electric car charges.
Meeting to be set up.
- j) Update of MUGA refurbishment (2G surface ordered) and an opening ceremony
Work scheduled to finish early December 2025. Padlocks bought as a interim solution.
- k) Play park repairs
Equipment ordered – delivery December

- l) Acoustic equipment
The Longmead Advisory Committee wish to improve the acoustics in the building.
Quotes requested.
- m) Recycling bins
Clerk awaiting information from Longmead Advisory Committee
- n) Longmead roof
Photos received, emails being sent and responses awaited.
- o) Netball pots
Decision on the purchase of new netball posts.

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 – email being send to funeral directors etc.

Bier House

Update

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

New Year

Brown bin

Being actioned

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.

Damage and decision on opening/locking

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.

Baptist Church are taking action on the wall.

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	23

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)

Documentation has been signed by DCC – awaiting a 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

Complete

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	24

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	25

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	26

12.1 Crime

Incident at the Public Conveniences

12.2 Councillor Advocate Scheme

Report from Councillor Clist

ITEM		PAGE
15	Public Relations	27

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 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 January – provisional date is 19th January.

Blackdown Hill Parish Network

Information circulated

Housing Needs survey

Awaiting update from Devon Communities Together/MDDC

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:

7 January 2026

Dates to be decided:

Asset Management Working Group

Action Plan Meeting

Skatepark Meeting

Finance Committee – December to discuss budgets for precept

Emergency Plan