

**Hemyock Parish Council**  
**Meeting of the Parish Council**  
**held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 4 March 2026**

**Present**

Councillors P Doble (Chair), Atkinson, 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 and advised that the Parish Council would run until 8.30pm followed by Part 2 and the Clerk's review with the Chair and Vice-Chair.

**1. Apologies for absence**

Apologies for absence were approved for Councillors Madge, Moon and Summers.

**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:

- The Cavanna Open Space land
- Potholes
- Dog attacks at Longmead

**4. To approve the minutes of the meeting on 4 February 2026**

**PROPOSAL:** The council minutes of 4 February 2026 are approved as a true record of the meeting.

**PROPOSER:** Councillor A Doble

**SECONDER:** Councillor Clist

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 he had no announcements to make at this meeting.

**6. Finance**

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

**6.1 To agree income and expenditure and bank reconciliations:**

The information provided reflects the bank transactions to 25/02/2026. An update will be made at the meeting to cover payments/receipts to 28/02/2026.

**INCOME (to 25 February 2026)**

	January	
Account ending 1298	1160.00	(P3 Scheme)
Account ending 1308	0.00	
Account ending 1311	0.00	
Account ending 1324	20.00	

**EXPENDITURE – Invoices received 2025/26**

**Payments made in February to date**

02-Feb-26	MDDC DIRECT DEBITS	1251581	-53.00	
03-Feb-26	VALDA ENERGY LIMIT	VALDAENERGY	-106.87	
05-Feb-26	B/P to: I R Pike	CEMETERY GRASS	-256.00	
05-Feb-26	B/P to: e ingledew	P COUNCIL	-162.00	
05-Feb-26	B/P to: Mrs S M McGeever	EXPENSES	-81.74	
05-Feb-26	B/P to: Mrs S M McGeever	WAGES JAN 26	-997.86	
05-Feb-26	B/P to: hmrc cumbernauld	120PW00334133	-373.94	
05-Feb-26	B/P to: Chrissie Parker	HPC/0011	-115.59	
05-Feb-26	B/P to: blackdown healthy	INVOICE 4213	-16.00	
05-Feb-26	B/P to: royal b legion	HEMYOCK PC	-110.00	
05-Feb-26	B/P to: n page	HEMYOCK NOV 25	-470.00	
05-Feb-26	B/P to: n page	HEMYOCK JAN 26	-323.00	
05-Feb-26	B/P to: Police	RSR36726505000	-46.40	
05-Feb-26	B/P to: ca hearne	INVOICE 6352	-380.00	
05-Feb-26	B/P to: Netball	WEB170284-003	-505.93	
05-Feb-26	B/P to: Mrs S M McGeever	REIMBURSEMENT	-88.82	
05-Feb-26	B/P to: Mrs S M McGeever	REIMBURSEMENT	-226.80	
05-Feb-26	B/P to: I povah	KEYS	-56.50	
05-Feb-26	Direct Debit (ICO)	ZA226788	-47.00	
06-Feb-26	VALDA ENERGY LIMIT	VALDAENERGY	-29.96	
27-Feb-26	HUSQVARNA UK LIMIT	8QNN4F.Z10000P4Z94	-437.29	
28-Feb-26	Service Charge		-9.45	-4894.15

Invoices to pay for February (approval at March 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.	208.00	I Pike	Cemetery maintenance £96 Village maintenance £112
2.	162.00	E Ingledew	Public Convenience
3.	6.00	S McGeever	Giff Gaff subscription
4.	828.66	S McGeever	Wages
5.	300.03	HMRC	PAYE/NI
6.	22.50	S McGeever	Mileage
7.	26.00	S McGeever	Expenses* Less £2 due to overpayment
8.	437.29	Husqvarna DD	Robot mowers
9.	23,67	Valda DD	Electricity – public convenience
10.	101.45	C Parker	Inventory
11.	16.00	BHLAC	Meeting room
12.	93.69	Valda DD	Longmead
13.	67964.40	DCM Surfaces	90% of MUGA resurfacing
14.	3775.80	DCM surfaces	5% of MUGA resurfacing
15.	99.00	T Brook	Cemetery hedge cutting
16.	45.00	Foot Anstey	Land registry fee
17.	59.98	Cloud Next	Hemyockparish.gov.uk
18.	4391.71	BKC	Disabled toilet
19.	408.23	Sutcliffe Play	Play Park
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**PROPOSAL:** The Parish Council do not make any payments to DCM Surfaces. These invoices would be paid when the work on the MUGA was completed and written assurances given that should there be problems due to the delays in installation would be covered by the company.

**PROPOSER:** Councillor Atkinson

**SECONDER:** Councillor P Doble

**DECISION:** In favour with Councillor Clist abstaining

**PROPOSAL:** The Parish Council make all payments except for DCM Surfaces.

**PROPOSER:** Councillor P Doble

**SECONDER:** Councillor K Talbot

**DECISION:** In favour with Councillor Clist abstaining

### Bank Reconciliations

The bank amounts were as follows, bearing in mind some statements were outstanding at the time of the meeting:

#### Unity Trust Bank

	31/01/2026		28/02/2026	
Unity Trust Bank current 298	6922.39	76160.00	4894.15	78188.24
Unity Trust Bank deposit	106688.86	20.00	75000.00	31708.86
Unity Trust Bank GF	770.71			707.71
Unity Trust Bank P3	1334.72			1334.72

#### All banks:

HSBC Comm Acc 51082116	317.72
HSBC Deposit 51082132	98574.34
United Trust Bank Unity	90349.21
Deposit 2037132	31708.86
Unity GF 2037131	770.71
Unity P3 2037130	1334.72
Unity Current 20371298	78188.24
Skipton Building Society	91385.54
Nationwide Instant Access	5210.41
Nationwide 35 day	85235.21
Cambridge Building Society	83567.14
	566642.10

A bank reconciliation report (all accounts) would be prepared in Scribe for February 2026, circulated to all Parish Councillors for review prior to the March meeting and signed by the Chairman.

The eleventh-month budget report had been proposed at the month end and circulated to all Parish Councillors. No questions were raised.

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

The Clerk would prepare new paperwork and the accounts required for the application.

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

Clarification from the Devon Association of Local Councils:

Banking and internal controls procedures are an important safeguard for the public money held by the council and should be regularly reviewed by the council to ensure they are fit for purpose.

When it comes to authorisation of payment by cheque, or on-line, DALC suggests that the bank mandate should require at least 2 councillors to sign all cheques and payments; the clerk/RFO should only be a signatory in conjunction with 2 other councillor signatories. Whilst not all councillors will be bank signatories, all councillors remain responsible for the council finances.

Councils can make payments either electronically or by cheque, and there should be a system in place to reduce the risks of error or fraud. All payments must be authorised by the council or under delegated authority. All payments should be supported by invoices and/or receipts.

NALC's Model Financial Regulation 2025 <https://www.nalc.gov.uk/resource/model-financial-regulations-england.html> sets out a section on internet banking, and you may want to consider reviewing Hemyock's Financial Regulations to incorporate any changes made to how electronic payments are authorised.

Section 7 covers electronic payments and sets out for example,

7.1. Where internet banking arrangements are made with any bank, [the RFO] shall be appointed as the Service Administrator. The bank mandate agreed by the council shall identify [a number of] councillors who will be authorised to approve transactions on those accounts and a minimum of two people will be involved in any online approval process. {The Clerk may be an authorised signatory, but no signatory should be involved in approving any payment to themselves.}

The Parish Council currently has the Clerk as the Service Administrator and four council members who can authorise payments. Two council members must authorise the payments set up the Clerk.

**PROPOSAL:** The Clerk becomes a signatory but not authorised to make payments.

**PROPOSER:** Councillor P Doble

**SECONDER:** Councillor K Talbot

**DECISION:** In favour with Councillor Clist abstaining

In the absence of Councillor Summers, the Clerk advised as follows:

HSBC – online banking ongoing

Cambridge Building Society – signatory work ongoing

Nationwide – verification of accounts ongoing

Skipton Building Society – address change achieved / signatory work ongoing

United Trust Bank – online banking ongoing

Unity Trust Bank – deleting signatory work ongoing

#### **6.4 To receive** information on S106 monies

There is £5,358 available in S106 largely related to Landscaping and provision of park furniture at Higher and Lower Millhayes Open Spaces.

An update is awaited on other S106 matters that have not yet been received by MDDC.

Where possible, S106 funds should be spent prior to May 2027. The Clerk was in negotiations with MDDC in respect of the non-statutory assets and services circulated to Parish Councillors.

#### **6.5 To receive** requests for grants

- Mid Devon Mobility - forms awaited

#### **6.5 Trade Waste**

MDDC are moving to annual payments for Trade Waste and the contract has been completed and returned to them.

## **7. Planning**

### **7.1 To consider** the following applications:-

There were no applications for consideration.

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

Appeals:

#### **25/0731/MOUT**

Land At Abbey Road Dunkeswell - Outline application for residential development for up to 65 dwellings (all matters reserved except for access) Link - 25/0731/MOUT | Outline application for residential development for up to 65 dwellings (all matters reserved except for access) | Land At Abbey Road Dunkeswell

This application was refused by EDDC last July and has just gone to appeal.

Appeal reference - APP/U1105/W/26/3377572.

Link: [Reference: APP/U1105/W/26/3377572](https://www.gov.uk/refer-a-planning-application/APP/U1105/W/26/3377572)

Dunkeswell Parish Council have asked that Hemyock Parish Council support them in objecting to this application.

Councillor Povah advised that there was significant information in the appeal documentation. Given that Hemyock Parish Council had not been consulted on the original application and thus had not commented, the Parish Council considered whether or not a comment should be placed on the portal especially given the Government's house building objectives and increased targets.

The Parish Council RESOLVED to make a general comment in terms of infrastructure and the effect of HGV's and increased traffic on rural roads. It was felt that the developer should make a contribution to Highways to ensure the roads did not deteriorate in condition.

**PROPOSAL:** The Parish Council to make the statement as above.

**PROPOSER:** Councillor A Doble

**SECONDER:** Councillor W Ward

**DECISION:** In favour with Councillor Clist abstaining

#### **25/01113/FULL**

Proposal: Reinstatement of existing building to dwelling (Class C3) with associated alterations, landscaping and parking

Location: Land at NGR 312090 115702 Culm Davy Hemyock Devon

Appeal Ref: 6005161

Appellants Name: Mr J Rogers

Link: [Appeal open for comment - Comment on a planning appeal - GOV.UK](https://www.gov.uk/refer-a-planning-application/APP/U1105/W/26/3377572)

The Parish Council noted that it had not objected to this application given that it was reinstating a residents albeit that there was no metal highway leading to the flint dwelling.

The Parish Council RESOLVED to put forward a comment that there was a dwelling on site but that any new dwelling should remain within the existing footprint.

**PROPOSAL:** The Parish Council to make the statement as above.

**PROPOSER:** Councillor L Povah

**SECONDER:** Councillor K Atkinson

**DECISION:** In favour with Councillors Clist and P Doble abstaining

### **7.3 To receive** information regarding enforcement issues:

Any update from Enforcement would be dependent on if action has been taken or a retrospective planning application is received.

Other planning matters:

Mid Devon District Council Caravan site and mobile homes policy consultation

The relevant documentation has been circulated to parish councillors for consideration before the meeting and a response would be discussed at the meeting.

**Action:** Clerk to formulate a response

Response to National Planning Policy Framework consultation.

**Action:** The Parish Council did not comment of the National Planning Policy Framework.

## **8. Asset Management Reports**

The Parish Council noted the Clerk's report.

### **8.1 Longmead**

Councillor Ward advised that the MUGA was nearing completion. If the Parish Council were minded to accept advertising banners around the MUGA, he had been approached by a potential advertiser. The Junior Teams and neighbouring Senior Teams were using the MUGA together with the netball team.

Councillor Ward advised that the living roof on Longmead definitely needed to be repaired. The cost was £3700 plus scaffolding.

The Clerk was currently seeking clarification as to whether the living roof could be replaced by solar panels. This would be more cost effective given the funding available and would provide an ongoing benefit.

**Action:** Clerk to report to the next meeting.

Councillor Ward advised that he was in the process of submitting the bid for funding to improve the football pitches. In order to complete the job a specialist tool to take soil samples was required at a cost of £55.60. The grant paid out £7500 in the first and second years, then two-thirds of that some in Year 3, half in Year 4 and one-third in Years 5 and 6.

**PROPOSAL:** The specialist tool should be purchased for the sum of £55.60.

**PROPOSER:** Councillor Ward

**SECONDER:** Councillor Clist

**DECISION:** All in favour

The Clerk's report as given below was noted:

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. The draft Terms of Reference circulated by the Longmead Committee provide a good starting point. **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 was nearing completion
  
- b) Online booking system for the facilities at Longmead Pavillion  
The setting up of the booking system was ongoing.

- c) Inventory of equipment at Longmead  
The list of equipment had been received.
- d) Terms of Reference for the Longmead Advisory Committee  
See note above regarding an informal meeting.
- e) Quotes for upgrading the football pitches in the spring  
As reported above
- f) Update on robotic mowers  
Nothing to report
- g) Update of MUGA refurbishment (2G surface ordered) and an opening ceremony  
As reported above
- h) Play park repairs  
Further new parts had been purchased and the work was nearing completion.
- i) Acoustic equipment  
The Longmead Advisory Committee wish to improve the acoustics in the building.  
Quotes requested.
- j) Recycling bins for clothes  
The contract had been received and circulated.

**PROPOSAL:** The Clerk should sign the contract for the recycling bins for clothes

**PROPOSER:** Councillor P Doble

**SECONDER:** Councillor S Ward

**DECISION:** All in favour

- k) Longmead roof  
As reported above.
- l) Netball posts  
The netball posts had been purchased and fitted.

Councillor Ward advised that the Tree Hub was not running this year.

Ongoing actions:

Planning application for a Certificate of Lawfulness – to be actioned when time allows

Longmead Car Park

Councillor Ward had lined up the tree for the triangle and Councillor P Doble was providing further stones.

The drain was still broken.

## **8.2 War memorial**

Councillor Povah advised there was nothing to report.

## **8.3 Cemetery**

Hedging

The Clerk had purchased the fencing required by Councillor Ward.

Hedge Cutting of extension

The contractor had cut the hedge.

Spoil Tip  
Bier House

Councillor A Doble advised that he had nothing to report.

Path to extension

Councillor A Doble advised that he wished to hand over the getting of quotes to another councillor and this was agreed.

**Action:** Clerk was working through cemetery documentation to ensure that the cemetery extension did not require planning permission

Moving to online records

Councillor P Doble had nothing to report.

Brown bin

The bin had not been received.

**Action:** Clerk to follow up

#### **8.4. Blackdown Healthy Living and Activities Centre**

Report on

- Trees (the land has been too wet to take the equipment on site but the work would be actioned on 18 March)
- Riverbank (report received - Connecting the Culm are looking at funding and this will be tied in to other projects in the village)
- Renewal of DCC lease for offices. Solicitor has been advised the Parish Council will pay its own costs.

The BHLAC had a fund-raising event and raised £2950.00.

#### **8.5 The Parish Store**

Councillor P Doble had nothing to report.

#### **8.6 The Commons**

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

The Clerk had provided the information requested for the Gun Club.

#### **8.7 Public Conveniences**

Councillor Povah advised that the works should be completed in the next week. The keys had been cut so that the building could be locked overnight.

**Action:** Councillor Talbot to put an article into the Pump.

#### **8.8 Car Park**

The Clerk was still awaiting dates for the works to re-surface the car park (MDDC) to commence.

The trip hazard on the footpath from the Car Park to Redwoods Close had been reported and would be repaired.

The Clerk was also in talks with the owner with regard to improved lighting on the footpath.

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

The Baptist Church were taking action on the wall.

#### **8.9 Village Maintenance**

Maintenance continues around the village.

The cost for the handrails at Eastlands was £385.78 including VAT.

**PROPOSAL:** The quote for the handrails be accepted.

**PROPOSER:** Councillor Atkinson

**SECONDER:** Councillor P Doble

**DECISION:** All in favour

### **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. This is an ongoing process.

## **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)  
Amended proposal from Cavanna (Part 2)  
A report had been circulated to Parish Councillors prior to the meeting to set out the information received from the solicitor, Cavanna and MDDC (Planning and S106)  
The trees on the Longmead boundary would be dealt on 19 March and Cavanna were settling the invoice.
- Proposed purchase of additional land – initial report received and no red flags to prevent purchase – the final report will be circulated to councillors when received

### **9.2 Station Road Pavement**

The new map has been sent to the solicitor and it was understood that both parties had signed the contracts.

The Parish Council RESOLVED that copies of the signed contracts should be sent to the Clerk.

**Action:** Councillor Povah/Clerk

Devon County Council had confirmed that they were content for the pavement to be actioned and MDDC had confirmed that there were no new planning regulations that would influence the planning application.

As previously agreed, the planning application would be submitted once the signed contracts had been received.

### **9.3 Connecting the Culm/DRIP**

Memorandum of Understanding (cameras)

The signed contract had been received.

Floodgate at The Garages

The floodgates were being fitted on 6 March 2026.

### **9.4 Skatepark**

In the absence of Councillor Summers no update was given.

### **9.5 Assistance for the Clerk**

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

### **9.7 Building Maintenance**

A building maintenance plan had been started in 2020 but not followed up. The Parish Council RESOLVED to agree the principle of having a budgeted, maintenance plan for all assets and that funding may be required to achieve this.

Following information received from Councillor Clist, the Clerk was speaking to In-house Training Consultancy Limited who would be able to assist with the development of a 10-year building maintenance programme.

**Action:** Councillors Atkinson, Povah/Clerk and Miss Lawrence

## **10. Community Matters**

### **10.1 Garages**

As requested, the Clerk had obtained the following report from MDDC:

Typically, in Conservation Areas the introduction of uPVC doors/windows is resisted and timber joinery is preferred, as this is a traditional material which contributes to the character and appearance of the area. Historic England has published advice on replacement windows and doors, with the following passage about uPVC:

'Replacement plastic (PVC-u) windows pose one the greatest threats to the heritage value of historic areas, particularly in towns and villages. Despite attempts at improving the design of these windows they are instantly recognisable because they cannot match the sections and proportions of historic joinery.'

The full advice document from Historic England can be found here: <https://historicengland.org.uk/images-books/publications/traditional-windows-care-repair-upgrading/heag039-traditional-windows-revfeb17/>. I would advise that where there are existing timber windows/doors within a Conservation Area, on a Listed Building or nearby that these are either retained, if of significance themselves, or replaced with accurate copies in order to preserve the special interest of the heritage asset.

Hemyock does not have a Conservation Area. You can view all our Conservation Areas at the following webpage with an interactive map: <https://www.middevon.gov.uk/residents/planning/conservation/conservation-areas/>.

There are several listed buildings within Hemyock itself, the best resource to view this is the map search at Historic England which can be viewed here: <https://historicengland.org.uk/listing/the-list/map-search/>. A notable feature is the Scheduled Monument of Hemyock Caste and the several listed buildings within the site or nearby within the churchyard of the Grade II\* listed Church of St Mary (list entry number: 1169390).

Whilst not a specific planning restriction, such as removing permitted development rights, any development nearby a heritage asset should seek to preserve the setting and the significance of the asset. This is most often associated with the development of structures next to listed buildings and the local authority must demonstrate that special regard has been given to preserving the significance of the asset, and its setting. Setting is the surroundings of a heritage asset, and this is not a fixed extent.

Further clarification had been sought and whilst wooden doors would be preferred, it would be possible to install UPVC doors with the owner's approval.

**Action:** Clerk

### **10.2 Hemyock Community Larder**

Councillor P Doble advised that the larder continued to be a success.

### **10.3 Footpaths (P3)**

Councillor Povah advised that the paperwork was being completed for this year's grant and would be submitted by the deadline 31 March 2026. The P3 payment of £1160 for 2025-26 has been received.

The footpath from Tedbury to Whitehall was effectively out of use whilst the Environment Agency approved the new footbridge.

## **11. Highways**

The Clerk was actioned the claims for equipment and cones.

Information was still awaited on parish funded 20mph speed limits.

### **Lengths Man**

The Lengths Man was undertaking drain clearance work around the parish.

Tarmac was being ordered so that pothole work could commence as the drier weather began. The potholes were sealed before tarmac was applied.

### **Flood Risk Management (26/27 January 2026)**

Clerk compiling a report for DCC

### **DCC Highways policy on mirrors**

A meeting had been requested.

### **Barriers**

DCC have responded and the situation is quite complicated. A meeting may be the best way to solve the issues.

**Action:** Clerk to request a meeting

## **12. Police matters**

### **12.1 Crime**

A report was awaited from the Neighbourhood Police Officer on the anti-social behaviour experienced in Hemyock.

Councillor Clist advised that the NPO (Neighbourhood Police Officer) had attended the Culmstock Parish Council meeting.

**Action:** Clerk to invite to next meeting.

### **12.2 Councillor Advocate Scheme**

Councillor Clist advised he had nothing to report.

## **13. MDDC Report**

Councillor Clist advised that the affordable housing at Eastlands was nearing completion.

The Clerk had also circulated the report prepared by MDDC Councillor DuChesne.

## **14. DCC report**

Councillor Clist advised that DCC had approved its budget for 2026-27.

The Government was picking up the shortfall in the SEND budget.

Locality Budgets were increasing from £8000 to £10000.

Additional funding of £15m had been found for highways and £4m for ditch and drainage work.

The Library Consultation had had 22,000 responses and funding would be found to fund libraries albeit with shorter opening hours.

## **15. Public Relations**

Public relations and social media

Councillor Talbot advised she had nothing to report.

Report from Clerk

The Clerk advised that most Parish Councillors were now using the gov.uk email system. It was a little cumbersome but became easier with familiarity.

## **16. Clerk Update/Correspondence**

The Clerk brought the following information to the attention of Parish Councillors:

### **Maintenance of the park below Lower Millhayes**

No update received

### **Station Road Drainage**

Ongoing but drains cleared.

### **Emergency Plan**

The draft Emergency Plan and details of Emergency Community Hubs had been circulated to Parish Councillors and the Clerk asked for feedback.

A date would need to be set for a public meeting

**Action:** Clerk

### **Neighbourhood Plan**

Further information on drafting a Priority Statement had been circulated to Parish Councillors. Confirmation had been received that MDDC would fund a Housing Needs Survey.

### **Blackdown Hill Parish Network**

Information circulated

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

No further information had been received.

### **Assertion 10**

Information on Assertion 10 had been circulated to councillors.

The Clerk had started work on her report with the key takeaways being:

- a) Use of gov.uk emails
- b) Not downloading documents to personal computers
- c) Ensuring there was a legal basis for information held that would/could identify a living human being.
- d) For the most part, there was a legal basis for the information being held i.e. cemetery records, contractors, councillors etc.
- e) It was important to only hold information that was not in the public domain (agenda, minutes, finance etc) for the time it was needed. The Clerk had set up a system to delete emails from parishioners, six months after the matter had been dealt with.

A full report with actions and policies would be brought to the April meeting.

### **Biodiversity Education for Councils - CPD-Accredited Training: Actioning Your Council's Biodiversity Duties**

DALC were providing an online event that covered the responsibilities of a Parish Council and this would be brought to the next meeting.

### **MDDC Assets**

Further information awaited.

### **Planning Training for Town and Parish Councils**

The Clerk encouraged parish councillors to attend the online event on Thursday 26<sup>th</sup> March 2026 (18:00 – 20:30 hours).

### **DCRF SPRING FORUM**

This event was also on Thursday 26<sup>th</sup> March from 10am - 4pm.

No parish councillor was able to attend.

### **17. Matters raised by Councillors/meetings attended**

Councillor A Doble raised the lights at the top of Prowses.

It was noted that DCC lights were now subject to legislation regarding to light pollution and dark skies.

**18. Items for the next agenda**

As detailed in these minutes.

**19. Dates of the next meetings:**

Full Council Meeting - Wednesday, 1 April 2026

The Annual Parish Meeting would take place on 13 May 2026 at Longmead Pavillion with a start time of 7pm.

Dates to be set for:

Asset Management Working Group

Action Plan Meeting

Skatepark Meeting

Finance Committee - April

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Chairman

## Part 2

### Cavanna Open Space Land

The Parish Council considered the report prepared by the Clerk setting out the information received from the Parish Council's solicitor, Cavanna and MDDC (Planning and S106).

Whilst the Parish Council acknowledged there were risks in taking on the Public Open Space land, the benefit to residents and the ongoing landscape of the village outweighed the associated risks.

The Parish Council RESOLVED to take on the Cavanna Open Space Land.

**PROPOSER:** Councillor P Doble

**SECONDER:** Councillor Ward

**DECISION:** All in favour

The Parish Council then considered the two options put forward by Cavanna

Option 1 – We finalise the transfer agreement, which will then be subject to the remedial works.

Option 2 – Cavanna Homes make a commuted sum to the Parish Council of £23,274.70 (can be held with solicitors until the transfer takes place) and the Parish look to better the cost of these works.

Whilst noting its concern with regard to drainage, the Parish Council RESOLVED that it would take Option 1, this would ensure that the remedial work was completed in a timely manner with a completion date of September 2026.

**PROPOSER:** Councillor S Clist

**SECONDER:** Councillor P Doble

**DECISION:** All in favour

The Parish Council would monitor the remedial work at each stage of the project and have a final on-site meeting with Cavanna and the contractor.

The Parish Council noted Cavanna's written confirmation that they would relax the wording in the transfer agreement to give the Parish Council more flexibility on the use of land (car parking etc) as well as providing the means of installing a more permanent track/hardstanding to the open space area.