

**Hemyock Parish Council**  
**Annual Meeting of the Parish Council**  
**held at Blackdown Healthy Living & Activity Centre, Hemyock at 7.30pm on 6 May 2026**

**Present**

Councillors P Doble (Chair), Atkinson, Povah, Summers and Ward together with Mrs S McGeever (Clerk).

Councillor P Doble opened the meeting at 7.30pm and welcomed those present.

**002/1. To elect the Chair and receive declaration of acceptance of office**

Councillor Povah nominated Councillor P Doble and this was seconded by Councillor Atkinson. There were no other nominations.

**PROPOSAL:** Councillor P Doble be elected Chair.

**PROPOSER:** Councillor Povah

**SECONDER:** Councillor Atkinson

**DECISION:** All in favour

Councillor P Doble duly signed the declaration of acceptance of office.

**002/2. To elect the Vice-Chair and receive declaration of acceptance of office**

Councillor P Doble nominated Councillor Talbot advising that she had confirmed she was content to continue in the role. This nomination was seconded by Councillor Summers. There were no other nominations.

**PROPOSAL:** Councillor Talbot be elected Vice-Chair.

**PROPOSER:** Councillor P Doble

**SECONDER:** Councillor Summers

**DECISION:** All in favour

Councillor Talbot would sign the declaration of acceptance of office at the June meeting.

**002/3. Apologies for absence**

Apologies for absence were approved for Councillor A Doble, Parish, District & County Councillor Clist, Councillors Moon and Talbot.

**002/4. Declarations of Interest/Dispensations**

There were no declarations of interest other than those listed in the agenda under Item 4.

**002/5. Public Participation**

Members of the public raised the following points:

- Tree on the patio at the BHLAC
- Filling of salt bins
- Dog mess on the path at Station Road and on the bike track
- Residents walking their dogs in the cemetery extension
- The cemetery bin had now been emptied
- Label for the garden waste bin

A member of the public offered to take the tree away and this was accepted by the Parish Council. The Clerk undertook to contact Street Scene to ask if a Dog Warden could visit the area.

**002/6. To approve the minutes of the meeting on 1 April 2026**

**PROPOSAL:** The council minutes of 1 April 2026 are approved as a true record of the meeting.

**PROPOSER:** Councillor Ward

**SECONDER:** Councillor P 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.

### **002/7. Chair's Announcements**

Councillor P Doble confirmed that the Annual Parish Meeting would take place at Longmead on 13 May 2026 with a start time of 7pm. Councillor Povah was concerned Longmead was too small a venue for the Annual Parish Meeting and this would be considered for 2027.

### **002/8. Finance**

Councillor Summers apologised for his lack of attendance and thanked the Clerk for preparing the financial report.

#### **8.1 Accounts for the Year 2025-26**

The Internal Auditor is reviewing the accounts for the year 2025-26 (pending final bank statements) The AGAR documentation will be brought to the June 2026 meeting for approval.

#### **8.2 To agree income and expenditure and bank reconciliations for the year 2026-27:**

The bank statements were not available at the time of preparing the agenda.

#### **INCOME (to 29 April 2026)**

	30 April 2026
Account ending 1298	61620.00
Precept £61500.00	
Cemetery £ 120.00	
Account ending 1308	0.00
Account ending 1311	0.00
Account ending 1324	20.00
Pizza van £ 20.00	

#### **EXPENDITURE – Invoices received 2026/27**

##### **Payments made in April**

01-Apr-26	MDDC DIRECT DEBITS	1251581	-52.03	
01-Apr-26	HUSQVARNA UK LIMIT	8QNN4F.Z10000QD435	-437.29	
07-Apr-26	VALDA ENERGY LIMIT	VALDAENERGY	-28.37	
07-Apr-26	VALDA ENERGY LIMIT	VALDAENERGY	-158.99	
07-Apr-26	B/P to: Ward Alpines	26032301	-55.99	
07-Apr-26	B/P to: Chrissie Parker	HPC/0013	-215.48	
07-Apr-26	B/P to: hmrc cumbernauld	120PW00334133	-331.51	
07-Apr-26	B/P to: blackdown healthy	INVOICE 4273	-16.00	
07-Apr-26	B/P to: Mrs S M McGeever	EXPENSES	-43.25	
07-Apr-26	B/P to: c houghton	HEMYOCK MAR 26	-320.75	
07-Apr-26	B/P to: I & Y Pike	REIMBURSEMENT	-67.29	
07-Apr-26	B/P to: Mrs S M McGeever	WAGES MAR26	-900.51	
07-Apr-26	B/P to: glasdon	S1934751	-421.34	
07-Apr-26	B/P to: ashculme	26/064 BHLAC	-954.00	
07-Apr-26	B/P to: e ingledew	P COUNCIL	-162.00	
07-Apr-26	B/P to: dalc	7378	-775.57	
07-Apr-26	B/P to: bunyan plumbing	PARISH COUNCIL	-102.00	
07-Apr-26	B/P to: T P Slator	INV 801 AND 819	-280.00	
07-Apr-26	B/P to: Coomber Security	256432	-134.40	
07-Apr-26	B/P to: I R Pike	CEMETERY GRASS	-392.00	
07-Apr-26	B/P to: dalc	7244	-42.00	-5890.77

29-Apr-26	Transfer to 20371324		-55000.00	-55000.00
				-60890.77
30-Apr-26	HUSQVARNA UK LIMIT	8QNN4F.Z10000QD435	-437.29	
30-Apr-26	Service Charge	Unity	-10.30	-447.59
				-61338.36

### EXPENDITURE – Invoices received for the year 2026/27

Invoices received in April for approval at the May 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.	550.01	I Pike	Village maintenance £240, Cemetery £288 plus £22.01 for a padlock for the cemetery
2.	153.00	E Ingledew	Public Convenience
3.	6.00	S McGeever	Giff Gaff subscription
4.	896.42	S McGeever	Wages
5.	329.51	HMRC	PAYE/NI
6.	22.50	S McGeever	Mileage
7.	26.00	S McGeever	Expenses
8.	437.29	Husqvarna DD	Robot mowers
9.	29.41	Valda DD	Electricity – public convenience
10.	103.77	C Parker	Inventory
11.	35.00	BHLAC	Meeting room (PC/Longmead)
12.	137.69	Valda DD	Longmead
13.	916.80	Ashfords	BHLAC sub-lease (50%)
14.	110.00	ICCM	Membership
15.	99.00	TBC (Devon)	Rolling cemetery
16.	188.90	Coomber Security	Call out Longmead
17.	93.36	MDDC	Cemetery bin
18.	84.19	Safelincs	Defib pad (paid Clerk)
19.	10.00	Timpsons	Public convenience key (paid LP)
20.	40.30	I Pike	Payment previously approved
21.			

**PROPOSAL:** The above payments be made.

**PROPOSER:** Councillor Summers

**SECONDER:** Councillor P Doble

**DECISION:** All in favour

The following items were also raised:

C Parker: increase in hourly rate from £13.00 to £15.00

Data Processing Agreement in place.

**PROPOSAL:** The hourly rate for C Parker be increased to £15.00 with effect from 1 April 2026

**PROPOSER:** Councillor P Doble

**SECONDER:** Councillor Summers

**DECISION:** All in favour

Scribe: Data Processing Agreement in place.

BHLAC: increase in hourly rate from £8 to £10 discounted from full hourly rate of £13.

Lengths Man – no hours in April 26

It was also noted that both Source for Business accounts were in credit by £0.05 and £0.35.

Councillor Summers advised that he would call a Finance Committee meeting before the June meeting.

**Bank Reconciliations**

The bank reconciliation for the Unity accounts were as follows:

<b>Bank account</b>	<b>Closing balance</b>	<b>Monies in</b>	<b>Monies out</b>	<b>Closing balance</b>
	<b>31/03/2026</b>			<b>30/04/2026</b>
Unity Trust Bank current 298	8607.97	61620.00	61338.36	8889.61
Unity Trust Bank deposit	17866.05	55020.00		72886.05
Unity Trust Bank GF	774.68			774.68
Unity Trust Bank P3	1341.60			1341.60

Due to awaiting yearly bank statements, a bank reconciliation report (all accounts) will be prepared in Scribe for the June meeting.

Other Bank accounts:

HSBC Comm Acc 51082116	£317.72	at 31/03/2026
HSBC Deposit 51082132	£99,797.92	at 31/03/2026
United Trust Bank	£90,349.21	awaiting latest information
Unity Deposit 20371324	£72,886.05	30/04/2026
Unity GF 20371311	£774.68	30/04/2026
Unity P3 20371308	£1,341.60	30/04/2026
Unity Current 20371298	£8,889.61	30/04/2026
Skipton Building Society (2 May 2026)	£95,406.50	current balance exc interest interest on maturity £3625.45
Nationwide Instant Access	£5,210.41	awaiting latest information
Nationwide 35 day	£85,235.21	awaiting latest information
Cambridge Building Society CB01452546	£83,567.14	awaiting latest information
<b>Total in Banks</b>	<b>£543,776.05</b>	

\*awaiting latest information for 31/3/2026

The Clerk advised that the Nationwide bank statements had been in the post collected that evening and the new totals as at 31 March 2026 were £5295.96 and £87541.93. These amounts would be reflected in the final bank reconciliation.

The Clerk had asked that the Skipton account be closed and the funds transferred to Unity Trust Bank account to cover purchase of land. Unspent funds could be re-invested.

**8.3 To receive** information on S106 monies

The possibility of additional funding towards the cost of the trim trail project is ongoing.

**002/9. Planning**

**9.1 To consider** the following applications:-

**26/00500/TPO**

Proposal: Application to fell 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

[26/00500/TPO | Application to fell 1 Ash tree protected by Tree Preservation Order 91/00001/TPO | 2 Castle Barton Culmstock Road Hemyock Cullompton Devon EX15 3RJ](#)

The Parish Council RESOLVED that it was neutral on this application and would defer the decision to the Tree Officer.

**PROPOSER:** Councillor Povah

**SECONDER:** Councillor Ward

**DECISION:** All in favour

**26/00420/HOUSE**

Proposal: Replacement and relocation of north boundary fence

Location: 3 Station Road Hemyock Cullompton

Site Vicinity Grid Ref: 313706 / 113400

Parish: Hemyock 26

[26/00420/HOUSE | Replacement and relocation of north boundary fence | 3 Station Road Hemyock Cullompton Devon EX15 3SE](#)

The Parish Council RESOLVED that it was neutral on this application provided that the new fence did not encroach upon the footpath.

**PROPOSER:** Councillor Summers

**SECONDER:** Councillor Ward

**DECISION:** All in favour

**26/00592/FULL**

Proposal: Conversion of agricultural building to dwelling

Location: Land and Building at NGR 314576 113259 (Fourways Cross) Hemyock

Site Vicinity Grid Ref: 314652 / 113128

Parish: Hemyock 26

[26/00592/FULL | Conversion of agricultural building to dwelling | Land and Building at NGR 314576 113259 \(Fourways Cross\) Hemyock Devon](#)

Councillor Povah advised that the materials being used replicated the existing materials and there was no change to the footpath.

The Parish Council RESOLVED that it would support the application.

**PROPOSER:** Councillor Ward

**SECONDER:** Councillor Povah

**DECISION:** All in favour

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

The Parish Council noted the following decision:

**24/01565/FULL – APPROVED – 2 April 2026**

Proposal: Erection of chapel of rest, associated facilities and double garage following partial demolition of existing building

Location: Pring & Son Funeral Directors Hemyock Cullompton



Asset Management Advisory  
Committee

K Pinder

The Garages

P Dayus-  
Jones  
LP

BHLAC

Toilets/Floodbridge/  
Car Park/ War  
Memorial/Pump

PD  
SC/AD  
NM  
A Brook

The Store  
Cemetery  
Commons  
Longmead

**Action:** Policy Committee to write terms of reference

The Parish Council reviewed the above committees and the following decision was made:

**PROPOSAL:** All committees to remain as is except for the Skatepark Committee which would be disbanded until required with the Longmead Advisory Committee monitoring the situation

**PROPOSER:** Councillor P Doble

**SECONDER:** Councillor Ward

**DECISION:** All in favour

**002/12. To appoint councillors as representatives**

2025/26

Councillor Responsibilities

Footpaths

LP

Road Warden/Highways/Snow Warden

SC/AD

Social Media

KT

The Parish Council noted that individual assets would be covered under the Asset Management Advisory Committee given above.

The Parish Council reviewed the above representative roles and the following decision was made:

**PROPOSAL:** All roles remain as is.

**PROPOSER:** Councillor P Doble

**SECONDER:** Councillor Ward

**DECISION:** All in favour

The Clerk advised that Devon County Council had stated a new Flood Warden programme and this would be placed on the next agenda.

**002/13. To appoint representation with external bodies and arrangements for reporting back**

2025/26

Representatives (External Bodies)

Blackdown Hill Parish Network

KA

Longmead	SW PD
Parish Hall	SC
The Garages	KA
Peter Holloway/Second Poor Charity	C Matthews NM SC SW SS
Mary Waldron	SC
Primary School	PD
BHLAC	PD

The Parish Council reviewed the above external representative roles and the following decision was made:

**PROPOSAL:** All roles remain as is.  
**PROPOSER:** Councillor P Doble  
**SECONDER:** Councillor Atkinson  
**DECISION:** All in favour

**002/14. To review and adopt core documents and policies**

The Parish Council reviewed the following documents:

- Code of conduct
- Standing orders (2025 version)
- Financial regulations (2025 version)
- Risk Management Scheme (updated)
- Publication Scheme
- Privacy Notice
- Equality and Diversity Policy
- Contract of Employment
- Health & Safety Policy
- Website Accessibility Statement
- Asset Register (updated)
- Investment Strategy
- IT Policy (approved at last meeting and adapted to actual working practices)

Council documents:

- Grant policy

**PROPOSAL:** All documents and policies listed above be adopted  
**PROPOSER:** Councillor P Doble  
**SECONDER:** Councillor Summers  
**DECISION:** All in favour

## **002/15. Asset Management Reports**

The Parish Council noted the Clerk's report.

### **15.1 Longmead**

Councillor Ward advised that he had attended the informal meeting about Longmead on 10 April 2026 and the points raised were in the Clerk's report. The following items were ongoing:

- application for the Football Association Grant was ongoing.
- Clothes bank
- In Post

The Clerk had circulated a report on Longmead which included information received from Mid Devon District Council. The key items were:

Longmead Advisory Committee were working on the following items:

Terms of reference

Checklists

Health & Safety policy etc

The Clerk was working on the following items:

#### **Licence for Longmead**

Sports club's and community meeting places both fall within the same use class so you are not limited to only using for sport unless the planning permission precedes it by a specific condition.

This allows the Parish Council to apply for a full licence, the sole implication will be whether or not the rateable value will change. It is not possible to get a judgement on the rates prior to taking out the licence.

At present:

Cemetery - Rateable Value £1275 - receiving 100% Small Business Rate Relief - no bill payable

Car park - Rateable Value £2000 - 2026 bill payable = £668.30

Public convenience - Rateable Value £850 - 100% public convenience relief - no bill payable

A liable party can only claim Small Business Rate Relief on one property in England so it may be that the relief moves to Longmead.

Licence:

An initial application had been sent in and there were actions to be taken before it was acceptable including writing policies for the various activities and how the Parish Council will mitigate anti-social behaviour etc.

Given the potential financial change in rates, the Clerk requested that the Parish Council confirm they were content to continue.

**PROPOSAL:** The Parish Council obtain a full licence for Longmead

**PROPOSER:** Councillor Summers

**SECONDER:** Councillor Povah

**DECISION:** All in favour

A Temporary Licence had been obtained for Hemyock Day.

#### **Insurance:**

The Longmead Management Committee policy has not been renewed, the insurance company deemed it was not necessary if the Parish Council took over responsibility for Longmead.

**Fire extinguishers:**

The latest report advised that the extinguishers were 20 years old. The Clerk had gone to the company to ask if they should be replaced.

There should also be a log book but it does not appear to be at Longmead or in the documentation held by Mrs Parker.

**Overall Security at Longmead**

Height barriers:

The Parish Council is considering a height restriction barrier on the entrance to the small car park that serves Longmead Pavilion. It would be on Parish Council land. Would it require planning permission?

Answer: Provided it falls within the 4m height permitted development restriction this would not need planning permission.

The Clerk advised that prices start from £500 going up to £2000 but without the actual widths required a first figure could not be given.

Suggest actual cost will be around £1200.

Planters:

The use of large planters to prevent access to vehicles at Longmead was discussed.

The Clerk was awaiting locations and size required to be able to cost out.

The planters could be sponsored/maintained by Village Groups.

Councillor Povah undertook to draw up a plan of Longmead so that options could be considered at the June meeting.

**Solar panels on Longmead roof:**

The schemes planning permission required the development to accord with the approved plans and the plans showed a sedum roof on part of the roof, albeit there is no comment on the file that the choice of a sedum roof was a requirement from MDDC, it was more probably an option pursued by the parish.

Whilst a change to a non-sedum roof would represent a departure from the compliance condition, it would not be considered that this change would be considered to be a material impact upon the character and appearance of the building. The majority of the roof, which is more visible to the passerby is a dark cladding. The sedum section is not readily perceived as something clearly different without closer inspection.

MDDC would treat this as a de minimis change to the approved plans rather than something that needs a formal variation to the consent. A note had been put on the application file to this effect.

Getting help to find best energy solution

The Clerk is pursuing discussions with a funding body to have a solution costed and grants obtained to provide the best energy solution.

Given the above information the following decision was made:

**PROPOSAL:** The Parish Council remove the sedum roof and replace it with solar panels  
**PROPOSER:** Councillor Ward  
**SECONDER:** Councillor Povah  
**DECISION:** All in favour

**Banners on the MUGA**

The Parish Council RESOLVED to consider banners on the MUGA and a decision would be required on advertising costs.

### **Car Park**

Councillor Povah was drawing up plans to improve the car park by the pavilion and these would be presented to the next meeting.

Councillor Povah would also obtain a firm quote for surfacing the area by the MUGA/containers.

The Parish Council RESOLVED that the manhole cover should be repaired immediately.

### **Moles**

It appeared that the moles had returned.

**Action:** Clerk

### **15.2 War memorial**

Councillor Povah had nothing to report.

### **15.3 Cemetery**

Councillors Atkinson and Povah had met at the cemetery and a report would be prepared for the next meeting.

The Clerk had been looking through the cemetery documentation and reported as follows:  
Cemeteries do need planning permission for the change of use, usually from agricultural land.

The key issue is actually whether the use is likely to risk contamination to source of water. In relation to the existing cemetery, given it shows up on the 1904 OS, it significantly pre-dates the modern planning system so would not have been granted planning permission, its use is established by the passage of time.

Parish Council and MDDC's records do not show any planning history for the cemetery site, however the on line versions date back some 30 years only. It is likely therefore that the extension area remains as agricultural land and will need a change of use consent. This would likely be an application for a Certificate of Lawful Use given the time the land has been owned by the Parish Council.

Once Planning Permission is granted the Parish Council would be able to use its permitted development rights to undertake the construction of small works associated with the cemetery service being provided. A replacement building if similar in scale to the existing would fall within this provision as would pathways.

The issues in relation to an application would relate to the likely ecology impacts, probably limited if no hedges are altered and need for a biodiversity net gain, again is limited in nature if only a grassland area is being used. Advice would need to be sought.

To undertake a planning application, the Parish Council would need to consider registering the land. The cemetery and the Commons were acquired prior to the Land Registry being formed.

Earlier minutes indicate that the Parish Council had discussed registering the land, therefore, a decision is required to undertake the work now.

**PROPOSAL:** The Parish Council register all land not currently shown on the Land Registry and approve the associated costs.

**PROPOSER:** Councillor P Doble

**SECONDER:** Councillor Summers

**DECISION:** All in favour

Councillor Povah and the Clerk would work to achieve the Land Registration.

Councillor Povah had received an initial quote for the works required at the cemetery:

Quote for path (concrete)	£6036 inc VAT
Quote to dismantle Bier House	£1470 inc VAT

Such works would be subject to obtaining a Certificate of Lawful Use.

#### **15.4 Blackdown Healthy Living and Activities Centre**

Councillor P Doble advised that he had nothing to report.

The Clerk advised that she had authorised the removal of saplings from the patio at the BHLAC before any damage was done.

The under-lease documentation was ongoing.

#### **15.5 The Parish Store**

Councillor P Doble advised that he had nothing to report.

#### **15.6 The Commons**

In the absence of Councillor Moon, the Clerk advised that the next Commons Management Committee meeting would take place in June.

The Gun Club lease was up for renewal/review and this would be brought forward to the June meeting.

#### **15.7 Public Conveniences**

Councillor Povah advised that he had had an additional key cut and there were now three volunteers opening and locking the Public Conveniences.

#### **15.8 Car Park**

The Clerk was still awaiting a date for the re-surfacing of the car park from MDDC and more information on electric car charges from Devon County Council.

#### **15.9 Village Maintenance**

Maintenance continues around the village.

#### **15.10 Ground Maintenance**

Councillor Povah and the Clerk are putting together a document of current hourly rates for those undertaking ground maintenance in the village.

### **002/16. Project Reports**

The Parish Council noted the Clerk's report:

#### **16.1 Community Land (Cavanna)**

The transfer document had been circulated to all Parish Councillors and a number of questions had been put to the solicitor and answers were awaited.

#### **16.2 Station Road Pavement**

All relevant documentation was now available to the Parish Council and, as previously agreed, this could now progress to a planning application.

#### **16.3 Connecting the Culm/DRIP**

Nothing to report

#### **16.4 Purchase of Land**

The final report had been circulated to all Parish Councillors and a number of questions had been put to the solicitor and answers were awaited.

The purchase could move to exchange and completion on the same day.

### **16.5 Skatepark**

Given the Parish Council had disbanded the Skatepark Committee, this item would be removed from the agenda.

### **16.6 Assistance for the Clerk**

The approval of rise in hourly rate from £13.00 to £15.00 effective 1 April 2026 had been taken under Finance.

### **16.7 Building Maintenance**

A date for the first Asset Management Advisory Committee was awaited.

## **002/17. Community Matters**

### **17.1 Garages Youth Project**

Councillor Atkinson advised that there was nothing to report.

### **17.2 Hemyock Community Larder**

Councillor P Doble advised that there was nothing to report.

### **17.3 Hemyock Day/Lights Brigade**

The Temporary Event Notice had been obtained.

### **17.4 Footpaths (P3)**

Councillor Povah nothing to report.

### **17.5 Speedwatch**

Councillor Povah agreed with Councillor Moon's email that a letter of apology should be sent to the Speedwatch Team. Their work was invaluable and the Parish Council needed to look at ways they could increase support for this important task.

Cars were going too fast and, perhaps, better signage was required.

**Action:** Bring forward to the next meeting.

## **002/18. Highways**

### **18.1 Road Warden Scheme**

#### a. Road Warden

The claim for PPE was being processed and the Clerk was awaiting the purchase order.

No purchase order was required for the Traffic Cones, these would be delivered by the Neighbourhood Highways Officer.

The tarmac was being delivered and could then be used by the Lengths Man to repair smaller potholes.

Temporary road signs would be funded through DCC, the Clerk was awaiting confirmation of the proposed wording by Councillor Clist.

#### b. 20mph applications/speed limits

Information had been requested on 20mph applications but no response had been forthcoming from DCC.

### **18.2 Lengths Man**

The Lengths Man had advised that he had not undertaken any work in April.

### **18.3 Highways matters**

DCC Highways policy on mirrors – the Clerk had requested a meeting but no date had been advised.

## Barriers

The Clerk had requested a meeting to discuss making the barriers in the village more accessible and a date was awaited.

### **002/19. Police matters**

#### **19.1 Crime**

A report was awaited from the Neighbourhood Police Officer on the anti-social behaviour experienced in Hemyock and an invitation issued for a representative to attend a Parish Council meeting.

**Action:** Clerk to follow up

#### **19.2 Councillor Advocate Scheme**

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

### **002/20. MDDC Report**

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

### **002/21. DCC report**

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

### **002/22. Public Relations**

Public relations and social media

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

### **002/23. 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**

Whilst the drains themselves had been cleared, Councillor Povah believed the water was a discharge from one of the drains on Shutlake. It was likely that the Riparian Owner procedures would be invoked given the drain was likely to be on private property.

**Action:** The what-three-words location would be given to the Clerk.

#### **Emergency Plan**

The draft Emergency Plan and details of Emergency Community Hubs had been circulated to Parish Councillors. Feedback was required on Hemyock specific problem areas and who would be part of the Community Response Team.

An updated Emergency Plan would then be taken to a Public Meeting and further information added.

**Action:** It had been proposed that the meeting be in June but a date in September was looking more realistic.

#### **Neighbourhood Plan**

Further information on drafting a Neighbourhood Priority Statement had been circulated to Parish Councillors.

MDDC had advised that the Housing Needs Survey would take place in June/July.

#### **Blackdown Hill Parish Network**

Information had been circulated to Parish Councillors and a contribution to their costs would be considered by the Finance Committee.

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

No further information had been provided.

**Assertion 10**

The Clerk advised that to confirm compliance with Assertion 10, the council would need to meet all four criteria:

- A council-owned domain-based email address
- A website that meets accessibility regulations, the relevant Transparency Code, and documentation as specified in the Freedom of Information Act
- Clear arrangements for data protection (DPA and GDPR)
- An IT policy

The Parish Council had all four points covered and there were DPA Agreements in place with Scribe and Mrs Parker.

**MDDC Assets**

The MDDC form detailing ‘expression of interests’ had been completed.

**002/24. Matters raised by Councillors/meetings attended**

Councillor Ward advised that people were walking their dogs in the fields by the river that the Parish Council was purchasing – signs would need to be erected once purchased advising the individuals were responsible for their own animals.

Councillor Povah advised that the handrail at Eastlands was progressing and the Brookridge invoice had been received.

The Parish Council asked that the Village Maintenance Man attend to the footbridge. This was scheduled to be undertaken by DCC but it was now presented health and safety risks.

Councillors advised that they were experiencing difficulties with StackMail.

**Action:** Clerk to contact Cloud Next

**002/25.Items for the next agenda**

As detailed in these minutes.

**002/26. Dates of the next meetings:**

The next meeting would be:

Annual Parish Meeting - Wednesday, 13 May 2025

Parish Council meetings would continue to take place on the 1<sup>st</sup> Wednesday of the month.

The next meeting would take place on 3 June 2026.

Finance Committee:

Quarterly

Commons Management Group

June

Dates to be set for:

Asset Management Working Group

Action Plan Meeting

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