



Hemyock Parish Council

26 May 2026

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 June 2026 at 7.30pm**. The meeting is open to the press and the public.

The Clerk's report will be published as a separate document on the website.

Yours sincerely
Susan McGeever
Parish Clerk

AGENDA

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1	Apologies for absence	N/A
2	Declarations of Interest/Dispensations	2
3	Public Participation (limited to 10 minutes, 2 minutes per question)	N/A
4	To approve the minutes of the meeting on 6 May 2026	3-17
5	Chairman's Announcements	N/A
6	Finance Annual Governance and will take place at a Special Meeting in June meeting as some bank information is outstanding and there has not be time to complete the Internal Audit. Proposed date: 24 June 2026.	18-20
7	Planning No planning applications have been received.	21
8	Asset Management Reports Longmead War memorial Cemetery Blackdown Healthy Living and Activities Centre The Parish Store The Commons Public Conveniences Car Park Village Maintenance Ground Maintenance	22-23
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13	MDDC Report	N/A
14	DCC Report	N/A
15	Public Relations	N/A
16	Clerk update/correspondence	28
17	Matters raised by Councillors/meetings attended (not for decision)	N/A
18	Items for the next agenda Cemetery training	N/A
19	Date of the next meeting 24 June 2026 1 July 2026	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 (<https://hemyockparish.gov.uk>) or a copy can be obtained from the Clerk (clerk@hemyockparish.gov.uk).

ITEM		PAGE
2	Declarations of Interest/Dispensations	4

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 9 Planning – Councillor 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 15 Asset Management Reports – Councillors P Doble and 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 6 May 2026	5-14

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

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29-Apr-26	Transfer to 20371324		-55000.00	-55000.00
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30-Apr-26	HUSQVARNA UK LIMIT	8QNN4F.Z10000QD435	-437.29	-60890.77
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.

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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:

Bank account	Closing balance 31/03/2026	Monies in	Monies out	Closing balance 30/04/2026
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	
Total in Banks	£543,776.05		

*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:-

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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

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9.3 To receive information regarding enforcement issues:

No update has been received on any ongoing Enforcement issues.

002/10. General Power of Competence

The Parish Council noted that it was not eligible to hold the General Power of Competence until the Clerk had completed the CILCA qualification.

002/11. To appoint councillors to existing standing committees, review Terms of Reference and reporting arrangements, determine number and time of ordinary meetings and elect Chairman and to consider any new committees or working groups

2025/26

Committees		Budget	Meeting frequency	Terms of Reference
Finance	Chair	SS	Quarterly	

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
	Page 351
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

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

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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.

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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.

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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.

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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.

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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. There work was invaluable and the Parish Council needed to look at ways they could increase support for this important task.

Cars were going to 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.

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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.

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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 1st 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

ITEM		PAGE
6	Finance	18-20

6.1 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 a meeting on 24 June 2026 for approval.

6.2 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 31 May)

	31 May 2026
Account ending 1298	10.60 (charges reversal)
Account ending 1308	0.00
Account ending 1311	0.00
Account ending 1324	170.00
Pizza van	£ 20.00
Gun Club	£150.00

EXPENDITURE – Invoices received 2026/27

Payments made in May

12-May-26	B/P to: I R Pike	CEMETERY GRASS	-528.00	
12-May-26	B/P to: I & Y Pike	REIMBURSEMENT	-22.01	
		REIMBURSEMENT		
12-May-26	B/P to: I & Y Pike	NOV	-40.30	
12-May-26	B/P to: e ingledew	P COUNCIL	-153.00	
12-May-26	B/P to: Mrs S M McGeever	EXPENSES	-54.50	
12-May-26	B/P to: Mrs S M McGeever	WAGES APR 26	-896.42	
12-May-26	B/P to: hmrc cumbernauld	120PW00334133	-329.51	
12-May-26	B/P to: Chrissie Parker	HPC/0014	-103.77	
12-May-26	B/P to: blackdown healthy	INVOICE 4302	-35.00	
12-May-26	B/P to: ashfords	909907 BHLAC	-916.80	
12-May-26	B/P to: ICCM	HEMYOCK PARISH	-110.00	
		HEMYOCK PC		
12-May-26	B/P to: TBC (Devon) Ltd	CEMETER	-99.00	
12-May-26	B/P to: Coomber Security	HEMYOCK 257747	-188.90	
12-May-26	B/P to: mddc	80032887	-93.63	
12-May-26	B/P to: Mrs S M McGeever	REIMBURSEMENT	-84.19	
12-May-26	B/P to: l povah	COUNCIL TOILET	-10.00	
	Direct Debit (VALDA ENERGY			
06-May-26	LIMIT)	VALDAENERGY	-29.41	
	Direct Debit (VALDA ENERGY			
05-May-26	LIMIT)	VALDAENERGY	-137.69	-3832.13

EXPENDITURE – Invoices received for the year 2026/27

Invoices received in May for approval at the June 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.	760.25	I Pike	Village maintenance £232 Cemetery maintenance £432 Village grass £80 Petrol £16.25
2.	153.00	E Ingledew	Public Convenience
3.	6.00	S McGeever	Giff Gaff subscription
4.	841.32	S McGeever	Wages
5.	305.61	HMRC	PAYE/NI
6.	11.25	S McGeever	Mileage
7.	26.00	S McGeever	Expenses
8.	437.29	Husqvarna DD	Robot mowers
9.	29.87	Valda DD	Electricity – public convenience
10.	119.32	C Parker	Inventory
11.	20.00	BHLAC	Meeting room
12.	110.68	Valda DD	Longmead
13.	113.94	PI	Play park inspection
14.	150.00	IPL	New drawings for footpath
15.	390.06	Brookridge	Village maintenance
16.	21.00	MDDC	Event Licence (Hemyock Day)
17.	104.99	Microsoft	Subscription
18.			
19.			
20.			
21.			

Bank Reconciliations

The bank reconciliation for the Unity accounts were as follows:

Bank account	Closing balance 30/04/2026	Monies in	Monies out	Closing balance 31/05/2026
Unity Trust Bank current 298	9337.20	10.60	3832.13	5001.48
Unity Trust Bank deposit	72886.05	170.00		73056.05
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 all Bank accounts:

HSBC Comm Acc 51082116	£317.72	Statement date 22/5/26
HSBC Deposit 51082132	£100,011.52	Statement date 22/5/26
United Trust Bank	£89,805.21	Matured 27/8/25
Unity Deposit 20371324	£73,056.05	Statement dated 31/05/26
Unity GF 20371311	£774.68	Statement dated 31/05/26
Unity P3 20371308	£5,001.48	Statement dated 31/05/26
Unity Current 20371298	£1,341.60	Statement dated 31/05/26
Skipton Building Society	£99,031.95	Matured 2/5/2026
Nationwide Instant Access	£5,295.96	Matured 31/3/26
Nationwide 35 day	£87,541.93	Matured 31/3/26
Cambridge Building Society CB01452546	£85,196.93	Advised 2/6/26
Total in Banks	£547,375.03	

6.3 To receive information on S106 monies

Possibility of additional funding towards the cost of the trim trail project – ongoing

ITEM		PAGE
7	Planning	21

7.1 To consider the following applications:-

No applications have been received

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

26/00500/TPO - REFUSED – 18 May 2026

Proposal: Application to fell 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:

No update has been received on any ongoing Enforcement issues.

ITEM		PAGE
8	Asset Management Reports	22-23

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

8.1 Longmead

Councillor Ward has submitted a written report to the Parish Council.

Councillor Povah has submitted a map of Longmead to the Parish Council for consideration with regard to height barriers and other methods of preventing unwanted access.

Clerk submits the following report:

- a) Permanent license at Longmead Pavillion
Policy documents being written
- b) Online booking system for the facilities at Longmead Pavillion
Ongoing
- c) Terms of Reference for the Longmead Advisory Committee
Updated Terms of Reference to be discussed and approved once modus operandi approved.
- d) Update on robotic mowers
Being mended
Longmead surround will be cut next week
- e) Acoustic equipment
The Longmead Advisory Committee wish to improve the acoustics in the building.
Quotes requested.
- f) Recycling bins for clothes
Awaiting bins
- g) Longmead roof
Information circulated to Parish Councillors on free consultation for best solution/type of solar panels

Ongoing actions:

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

8.2 War memorial

Councillor Povah – Nothing to report

8.3 Cemetery

Clerk submits the following report

Work is ongoing to ensure that the land is registered and all planning obligations have been met.

8.4 Blackdown Healthy Living and Activities Centre

Councillor P Doble – Nothing to report

Clerk – Survey and activities report

8.5 The Parish Store

Councillor P Doble – Nothing to report

8.6 The Commons

Councillor Moon – the next Commons Management Committee meeting will take place in June.

Review and approval of the Gun Club lease.

8.7 Public Conveniences

Councillor Povah

8.8 Car Park

Report from the Clerk

MDDC is going out to tender for the car park to be re-surfaced now with a view to it being completed in this financial year – now more likely 2026-27.

More information on electric car chargers funded through DCC is awaited.

8.9 Village Maintenance

Maintenance continues around the village.

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.

ITEM		PAGE
9	Project Reports	24

9.1 Community Land (Cavanna)

The individual the Parish Council has been dealing with has left Cavanna.
Responses to questions asked awaited from the solicitor.

9.2 Station Road Pavement

All documentation received.
Councillor Povah is progress to planning application.

9.3 Connecting the Culm/DRIP

Nothing to report

9.4 Purchase of Land

Responses to questions asked awaited from the solicitor.

9.5 Building Maintenance

Report from the Asset Management Advisory Committee
Miss Lawrence has taken on the work herself

ITEM		PAGE
10	Community Matters	25

10.1 Garages Youth Project

Councillor Atkinson

10.2 Hemyock Community Larder

Councillor P Doble

10.3 Hemyock Day/Lights Brigade

10.4 Footpaths (P3)

Councillor Povah

10.5 Speedwatch

Correspondence

Volunteers required.

ITEM		PAGE
11	Highways - traffic issues and pavements	27

11.1 Road Warden Scheme

- c. Road Warden
 - Claim for PPE being processed.
 - Cones being delivered
 - Tarmac has delivered
 - Awaiting confirmation of signs

- d. 20mph applications/speed limits
 - Information requested on 20mph applications

11.2 Lengths Man

No work undertaken in May – will start repairing potholes in June.

11.3 Highways matters

DCC Highways policy on mirrors
 Meeting awaited.

Barriers
 Meeting awaited.

ITEM		PAGE
12	Police Matters - Councillor Advocate Scheme	28

12.1 Crime

Neighbourhood Officer attendance at a Parish Council meeting requested.

12.2 Councillor Advocate Scheme

Report from Councillor Clist

ITEM		PAGE
16	Clerk update/Correspondence received	28

To receive any relevant information on:

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. 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 in June and further information added.

Neighbourhood Plan

Further information on drafting a Planning Statement had been circulated to Parish Councillors. MDDC had confirmed the funding for the Housing Needs Survey which would include Culmstock and Clayhidon.

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.

MDDC Assets

MDDC form detailing expression of interest completed.

MDDC Local Plan

Preparation of a new local plan for Mid Devon which will be called "Plan Mid Devon" has started. This follows new plan-making regulations that came into force earlier this year and the Government's requirement for Councils to prepare their local plans in 30 months. The launch will include publishing and making available:

- A new local plan timetable and a statement to say the timetable has effect;
- A notice of intention to commence local plan preparation; and
- A scoping consultation for the local plan.

These documents are available at [Let's Talk Mid Devon](#)

Deadline for comments on the scoping consultation by 5pm on Friday 10th July 2026.

ITEM		PAGE
19	Date of the next meetings	29

Dates of the next meetings:

Parish Council meetings:

24 June 2026 AGAR documentation

1 July 2026 Full Council meeting

Finance Committee:

Quarterly

Commons Management Group

June