

**Minutes of a meeting of Horrabridge Parish Council held in the Village Hall
On Tuesday 14th June 2022 at 7.30pm
(available at www.horrabridge-pc.gov.uk)**

Present: Cllr M Huda (Chairman), Cllr S Roche (Vice Chairman), Cllr E Hemsil, Cllr T Lear, Cllr C Edmondson, Cllr D Farrar, Cllr A Moorhead and Cllr M Glinn

In Attendance: Caroline Ellis – Clerk
One member of the public

024:22/23 **Open Session** - None

025:22/23 **Apologies for Absence** – Apologies tendered by Cllr Carpenter due to a family matter was approved by the Council.

026:22/23 **Apologies without Absence** - None

027:22/23 **Declarations of Interest** – None

028:22/23 **Confirmation of the minutes of the Annual Parish Council meeting held on Tuesday 10th May 2022** – On the proposition of Cllr Huda, seconded Cllr Hemsil, the Council **RESOLVED** to agree the minutes of the Tuesday 10th May 2022 Annual Parish Council Meeting and was a true record and was signed by the Chairman.

029:22/23 **Planning** –

Decisions of the Planning Committee held on 7th June 2022

0169/22 Single garage and carport at Beeching’s Folly, Horrabridge
The Planning Committee **RESOLVED** to support the application

0177/22 Removal of existing outbuilding and replacement with proposed garage/store. Heather Lea, Plymouth Road, Horrabridge. The Planning Committee **RESOLVED** to request the removal of Condition 4 as it is important the wall is built due to danger of drop behind flimsy hedge.

Planning Authority Decisions – The Council noted following decision of the planning authority.

0129/22 33 New Park, Horrabridge, PL20 7FT Off Street Parking and alterations to provide new vehicle access to highway
Grant of Conditional Planning Permission.

30:22/23 **Finance** – The bank reconciliation and budget report dated 31st May 2022 (App A), Payments (App B), Clerk’s and staff salaries, was reviewed and on the proposition of Cllr Hemsil, seconded Cllr Huda, the Council **RESOLVED** to approve.

On the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to approve the purchase the increase in the quotation from Green Scheme to repair the Rota Net at a cost of £753.35

On the proposition of Cllr Huda, seconded Cllr Farrar the Council **RESOLVED** to approve the purchase of wooden stakes to repair the safety rail at the burial ground at a cost of £4.68 inc VAT each.

- 31:22/23** **Councillor Training** – On the proposition of Cllr Huda, seconded Cllr Edmondson the Council **RESOLVED** to approve Cllr Carpenter to attend the DALC course ‘Being a Good Councillor 1’ on 21/09/2022 at a cost of £18.00
- 32:22/23** **Clerks Report** – The Clerk reported that donations of £250 had been received from the Bridge Magazine and £150 from Sampford Spiney and Horrabridge WI. Both towards the cost of purchasing Platinum Jubilee mugs for the school children.
The Clerk confirmed that the AGAR and the associated reports had been emailed to the External Auditor and had received an email receipt. The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return for the accounts ending 31st March 2022 was published on 8th June 2022 for inspection from 13th June – 22nd July 2022.
- 33:22/23** **Japanese Knotweed** - On the proposition of Cllr Farrar, seconded Cllr Glinn, the Council **RESOLVED** to approve the request of a quotation from a local person known to the Council who was qualified in the use of pesticides, if he was not able to remove the Japanese Knotweed a further quotation would be obtained from a specialist company.
- 34:22/23** **Caretaker Cover for 29th July – 15th August** – The Council discussed the Caretaker cover and decided the Councillors and Clerk would help with any cover needed.
- 35:22/23** **Cemetery Rules & Regulations** – On the proposition of Cllr Huda, seconded by Cllr Moorhead, the Council **RESOLVED** to approve and adopt the Cemetery Rules and Regulations on the condition the line ‘the planting of bulbs only on graves is permitted’ was removed.
- 36:22/23** **Standing Orders** – On the proposition of Cllr Hemsil, seconded Cllr Huda, the Council **RESOLVED** to approve and adopt the Standing Orders. The Clerk was asked to add Public Participation at the end of future agendas, as per item 3 (f) page 4 on the Standing Orders.
- 37:22/23** **Internal Control Policy** – On the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to approve to adopt the Internal Control Policy as previously circulated.
- Cllr Lear arrived**
- 38:22/23** **Devon Air Ambulance Night Landing Site** – Cllr Roche reported to the Council he had met with Devon Air Ambulance and the site had been handed over to HPC. The test switch was in the Pavilion and would need to be tested regularly. The keys are held by Cllr Edmondson, Cllr Glinn and the Clerk.
- 39:22/23** **Jubilee Working Group** – The event was organised by volunteers from The Scouts, Horrabridge Rangers Sports Association, The London Inn, The Parish Council, The Cubs, Horrabridge Youth Club, the Horrabridge Cavaliers and Horrabridge Primary School. Cllr Farrar reported the event was extremely well attended by villagers and local residents. The Horrabridge Cavaliers have said that it was the busiest BBQ in their memory. The Tug of War and Barrel Races were thoroughly enjoyed by all ages. The Youth Club raised an amazing £550 towards their funds. Six handmade, Jubilee bears raised another £230, that was split between local charities. Face painting was very popular and over 100 faces were painted. One of the highlights were the Plymouth Maritime Corps of Drums, who performed a splendid display and the young Bell Ringers from Horrabridge Primary School, who were very brave performing in front of such a large crowd.

Organisers would like to say a very heart felt thank you to all volunteers who ran a stall or event, those that helped set up and clean up at the end of the day and of course to everyone who attended and made it such a great event.

- 40:22/23** **Ride-on Lawnmower** – The Clerk had spoken to Council’s insurance company. They explained that if a mower was driven on public roads between sites, specialist motor insurance was required by law under the Road Traffic Act. The mower does not necessarily need to be registered with the DVLA, especially if it is modest road use, but insurance was required in case of an accident on the road. The Insurance Company quoted £75.78 per annum (£55.35 pro-rata, for the rest of the year) On the proposition of Cllr Hemsil, seconded Cllr Huda the Council **RESOLVED** to pay the insurance fee.
Cllr Glinn asked the Clerk to note that he believed the mower was required to be registered with DVLA. This was noted by the Council.
- 41:22/23** **Dealing with the Press/Media Policy** – The Council were reminded of the policy and that any posts from their private Facebook account was their own personal opinion and not the opinion of the Council. The Council were reminded to be cautious of what they posted. The HPC Facebook page would be used to post Councils notices.
- 42:22/23** **Parking Issues** – Cllr Edmondson would contact the local Police Officer to receive an update regarding the parking at the primary school. The disabled parking space by the Memorial Ground was discussed as it maybe no longer be needed. Cllr Edmondson would speak to Highways.
- 43:22/23** **Progress Reports** –
Cllr Edmondson reported a bin a Fillace Park needed to be re-concreted on the site.
Cllr Farrar reported the Lottery Bid for funds for the replacement Pavilion was unfortunately not successful. Cllr Roche had located a further possible grant to be applied for.
Cllr Lear explained that she arrived late to the meeting as she encountered youths in the shelter in Wier Park setting fire to items. She confronted the youths and was verbally abused and threatened. Cllr Edmondson would report this incident to the police.
Cllr Glinn reported a full tree survey had been carried out. Investigation and remedial work was needed on a large tree in the Old Burial Ground by a contractor. No work was required in Weir Park. In Fillace Park there were two small ash trees which need to be removed, due to ash-dieback. Two overhanging branches over the stream need to be removed by a contractor. No works needed at the New Burial Ground. One multi stem ash tree needs to be removed by a contract at the allotments. Cllr Glinn was meeting with DNPA on 28th June to discuss the ash trees overhanging the footpath at Copperfields.
Cllr Moorhead offered to cut and strim the grass in the Old Burial Ground, Chapel Lane and Cemetery as they were overgrown. He had received complaints regarding the verges and path as they are also overgrown with weeds. Cllr Moorhead asked if any Cllr had the key to the noticeboard outside the school. The Clerk suggested the noticeboard should be used by HPC and notices, agendas etc should be posted on this board.
Cllr Edmondson’s husband had offered to strim the Graybridge Road area.
- 44:22/23** **Open Spaces Report** – As above
- 45:22/23** **Borough and County Councillor report** - No reports
- 46:22/23** **Councillors reports and items for future agenda** – Cllr Glinn would be requesting tree works quotations and report to the Council at the next meeting.

Cllr Roche asked if the Council would consider making a grant available to the Youth Club to enable them to instruct a solicitor to register the land/building with Land Registry.

Cllr Edmondson would speak to Highways to ask about repairs to the bridge.

Next parish meeting date confirmed Tuesday 12th July 2022

It was **RESOLVED** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of sensitive and confidential information.

47:21/22 **Personnel Committee Update on Staffing Matters**

The Personnel Committee informed the Council that unfortunately the Handyman had resigned. The Council thanked the Handyman for his work in recent months. The Council would advertise on the HPC Facebook page and if no applications were received, would place an advertisement in the newspaper. The Councillors would cut the grass, trim and empty the bins while a replacement was found.

On the proposition of Cllr Huda, seconded Cllr Roche it was **RESOLVED** to move out of Part 2 and ratify decisions made therein. The meeting was closed at 8.45pm

Councillor M Huda
Chairman

DATED: