

**Minutes of a meeting of Horrabridge Parish Council held in the Village Hall
On Tuesday 11th October 2022 at 7.30pm**
(also 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 Moorhead

In Attendance: Cllr D Moyse
Caroline Ellis – Clerk
4 Members of the public

A minute silence was observed in memory of Her Majesty Queen Elisabeth II who died on 8th September 2022

89:22/23 **Open Session** – The new Sector Ranger for DNPA introduced herself to the Council as the previous ranger had retired. Contact details were given to the Clerk.
A member of the public was concerned about the signage in Commercial Road. He was concerned it was detrimental to the character of the village. As the village is in a Conservation Area, planning must ‘consider architectural or historic interest, the character or appearance of which is desirable to preserve or enhance.’ He felt this must be considered as the signage is not in character or desirable and does not preserve or enhance the village.
The Council were asked if they had made any decisions regarding the Christmas lights in view of the cost of energy. It was explained it was due to be discussed at the next meeting as the Christmas tree was too large to be decorated and the lights needed to be removed.

90:22/23 **Apologies for Absence** – Apologies tendered by Cllr Glinn was approved by the Council. The Chairman informed the Council of the resignation of Cllr Carpenter.

Cllr Lear arrived

91:22/23 **Apologies without Absence** - None

92:22/23 **Declarations of Interest** – None

93:22/23 **Confirmation of the minutes of the Parish meeting held on Tuesday 9th August 2022** – The Council **RESOLVED** to agree, two abstentions, the minutes of the Tuesday 9th August 2022 Parish Council Meeting and was a true record and was signed by the Chairman.

94:22/23 **Planning Applications** -
The following decisions of the Planning Committee on 12th September 2022, were noted, using Delegated Scheme due to being unable to meet in person.

0364/22 single storey front extension at 1 The Green, Bedford Road, Horrabridge
The Planning Committee **RESOLVED** to support the application

0362/22 Extension to dwelling at 4 Rosegarth, Sortridge Park, Horrabridge
The Planning Committee **RESOLVED** to support the application

0366/22 First floor side extension, front porch and rear decking at 20 Torbridge Road, Horrabridge, The Planning Committee **RESOLVED** to support the application

0371/22 Timber portal framed hay barn at track to Kilmantain, Horrabridge. The Planning Committee **RESOLVED** to support the application

The Council noted the decisions of the Planning Committee held on 6th September 2022

0345/22 Removal of existing lean-to utility room/porch and erection of timber framed extension at Largie, Horrabridge. The Planning Committee **RESOLVED** to support the application, with one abstention.

The Council noted the following decisions of the Planning Authority

0231/22 Proposed replacement of existing dilapidated conservatory with garden room, Parsonage House, Whitchurch Road, Horrabridge. PL20 7TX
Grant of Conditional Planning Permission

95:22/23 **Finance** – The bank reconciliation dated 31st August 2022 and 30th September 2022 and Payments (App B), Clerk's and staff salaries, was reviewed and on the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to approve.

On the proposition of Cllr Farrar seconded Cllr Hemsil, the Council **RESOLVED** to approve the following virements from General Reserves to Earmarked Reserves.
£5000 Repairs and Refurbishment to Village Hall
£5000 Replacement and repairs to Play Equipment
£2500 Replacement or Repairs to Ride-on Lawnmower
£2000 Replacement or repairs to Truck
£500 Replacement or repairs to Street Furniture

It was noted the previously circulated payments for August 2022 and salaries were approved by the Council using Delegation Scheme as the Council were unable to meet in person.

96:22/23 **Insurance Renewal**– It was noted the Council **RESOLVED** to **approve**, using the Delegation Scheme, as the Council were unable to meet in person, insurance renewal from Gallagher Insurance at a cost of £3954.54, on the understanding the Clerk obtains new quotations from other insurance companies next year as the Council will be out of the 3 year fixed contract.

97:22/23 **SAAA Central External Auditor Appointment** – The Council agreed to continue to opt-in for the next 5 years.

98:22/23 **Chairmans Report** – The Chairman reported a letter of condolence, on behalf of the Council, was sent to The Rt Hon Sir Edward Young KCVO, Private Secretary to HM The Queen and confirming the book of condolence has been lodged at Horrabridge Village Hall. The Chairman informed the Council a date of 6th May 2023, had been announced today for the Coronation of King Charles III
Bollards and road signage had been locked securely away. Community Payback Team had visited this week. They were clearing paths and general maintenance.

- 99:22/23** **Clerks Report** – The Clerk reported the following:
- A new microwave was purchased at a cost of £60.98
 - PAT Testing and Electrical Testing had been done a few months ago but still waiting for the paperwork and invoice
 - No hall bookings were taken in August except TASS on a Thursday
 - The Clerk attended a webinar by DNP Planning regarding the changes on how to log a planning comment. The Council were happy for the Chair of planning continue to log the comments.
 - An allotment had become available and had been offered to the next person on the waiting list.
- 100:22/23** **Policies** - On the proposition of Cllr Moorhead, seconded Cllr Farrar, the Council **RESOLVED** to approve to adopt the following policies:
- Lone Working Policy
 - Health and Safety Policy
- 101:22/23** **Village Hall Building Audit** – The Council agreed to register with Devon Communities Together in their Audit of Village Halls and Community Spaces.
- 102:22/23** **Signage in Commercial Road** - The Council agreed the signage was not in keeping with the village and were concerned of loss of historical value to the village. The signage was too large and not serving a purpose as the public and passers-by cannot see it. It was agreed to write to the owners/tenants with the Councils concerns and possibly DNP for a response.
- 103:22/23** **Japanese Knotweed** – It was noted the Council **RESOLVED** to approve, using the Delegation Scheme, as the Council were unable to meet in person, the quotation including the 10-year guarantee at a cost of £3500 + VAT
Cllr Farrar had been approached by a member of the public who was concerned that the fence had not been covered to stop any seeds spreading. It was explained that HPC had instructed an approved contractor to remove the Japanese Knotweed.
- 104:22/23** **Remembrance Day** – Cllr Huda agreed to purchase the wreath on behalf of the Council. It was agreed not to purchase a Tommy Statue as there was not a suitable location to place it. It was felt no changes were needed and the parade would be same as previous years.
- 105:22/23** **Warm Space** – It was agreed to consider offering a Warm Space for Horrabridge residents. It was suggested a Monday as there were no village hall booking on Mondays, during the day. Cllr Farrar offered to speak to a resident who was involved in similar projects and ask if she would be interested in helping with the project.
- 106:22/23** **Youlden Way** - Cllr Edmondson was unable to find out who owned the land. Cllrs offered to ask previous tenants of the neighbouring properties to see if they knew who the current owner was. It was suggested contacting BT as there was a telephone and box on the site.
- 107:22/23** **Beating the Bounds**- The Council agreed form a Beating the Bounds Working Group. Cllrs Roche, Hemsil and Moorhead were appointed as members of the working group.
- 108:22/23** **Davy House & New Park** – Cllr Hemsil had received a couple emails from LiveWest who confirmed they had requested their grounds maintenance team to

attend. They are waiting for planning permission before any work can commence. Cllr Roche offered to chase.

109:22/23 **20mph Speed Limit** – It was agreed to ask Cllr Sanders to see if Horrabridge was on the list of villages requesting 20mph speed limit. It was proposed if Horrabridge was on a list and/or was likely to be considered for the 20mph speed limit to arrange a consultation with the public.

110:22/23 **CCTV** – Cllr Edmondson had spoken to the Clerk who highlighted the laws and regulations regarding CCTV. It was proposed not to pursue CCTV at this time.

111:22/23 **Hedge Cutting** – Cllr Moorhead informed the Council he had received a quotation of £320 for hedge cutting. On the proposition of Cllr Huda, seconded Cllr Edmondson, the Council **RESOLVED** approve the quotation. Cllr Lear reported the Scout Group would be arranging and paying for the cutting of their hedge.

112:22/23 **Progress Reports**

Cllr Farrar informed the Council, HRFT had been holding bingo evenings and raising on average, £450 profit on each occasion. The next fund-raiser was a Race Night to be held in November. Date to be confirmed. There was a HRFT meeting on 17th October 2022.

Cllr Edmondson explained the Village Hall defibrillator had been used and new pads were ordered. It was reported youths were throwing apples at properties and moving vehicles on the A386. Some residents had CCTV footage of the incident and it had been reported to the police.

Cllr Moorhead reported youths had been congregating on the main road and by the old station. He found blue cones in the road. He asked that if any incidents are witnessed that they are reported to the police. He suggested that the police should visit and drive through the village to deter anti-social behaviour.

113:22/23 **Open Spaces Report** – Green Scheme inspected the broken rope bridge to assess the parts needed. The rope on the nest of the multiplay equipment was fraying and would possibly fail the next inspection. A temporary repair was made. Quotations would be sort. Chips on the slide needs to be repaired with car bodywork fibreglass and fixative and spray paint. 6 female youths were seen climbing the Christmas tree. Cllr Edmondson requested they got down and pointed out the power cables and box at the base of the tree. Sand had been delivered and spread around the base of the rota net together with grass seed.

114:22/23 **Borough and County Councillor report** - Cllr Moyses queried the quorum for the Full Council should be 11. i.e. one third plus an extra one. This was agreed. Cllr Moyses attended the National Park conference in Dunster. They visited the Tarr Steps where they saw a wire apparatus had been installed to prevent the steps from being washed away. They also visited the Exmoor Pony Sanctuary. She enquired about the abandoned car left on land at Fillace Park. The Council agreed to report the vehicle to WDBC.

115:22/23 **Councillors reports and items for future agenda** – None

116:22/23 **Open Session** - The Dartmoor Ranger asked the Council if they knew the resident who owned a field which they needed to gain access to be able to remove a tree branch which is overhanging a path. The Council would look into it and inform her.

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.

117:22/23 Staffing Matters – The Council agreed to adopt the Schedule of Works and the revised job description for the Maintenance/Grounds Person on the understanding that the Schedule of Works will be updated when necessary.

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 9.05pm

Councillor M Huda
Chairman

DATED: