

**Minutes of a meeting of Horrabridge Parish Council held in the Village Hall
On Tuesday 13th December 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, Cllr Glinn

In Attendance: 4 Members of the public

136:22/23 Open Session – A member of the public asked a question regarding planning in the village. Cllr Roche answered and explained it was still within the planning permission that was granted.

137:22/23 Apologies for Absence – Apologies tendered by Caroline Ellis, Clerk, due to bad weather, was accepted. Cllr Farrar offered to take the minutes.

138:22/23 Apologies without Absence - None

139:22/23 Declarations of Interest – Cllr Hemsil declared an interest in item 141:22/23 as the planning application was in the same road as where he lived.

140:22/23 Confirmation of the minutes of the Parish meeting held on Tuesday 8th November 2022 – The Council **RESOLVED** to agree the minutes of the Tuesday 8th November 2022 Parish Council Meeting and was a true record and was signed by the Chairman.

141:22/23 Planning Applications -

The Council agreed to discuss the following planning application at the next Planning Committee meeting to be held on 20th December 2022

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Application 0483/22 Demolition of existing garage, erection of two-storey side extension together with front and rear extensions, 24 Youldon Way, Horrabridge PL20 7SN

The Council noted the following decisions of the Planning Authority

0366/22 First floor side extension, front porch and rear decking at 20 Torbridge Road, Horrabridge,
Grant of Conditional Planning Permission

0364/22 Single storey front extension at 1 The Green, Bedford Road, Horrabridge
Grant of Conditional Planning Permission.

142:22/23 Finance – The bank reconciliation dated 30th November 2022. Payments, Clerk's and staff salaries, was reviewed and on the proposition of Cllr Huda, seconded Cllr Moorhead, the Council **RESOLVED** to approve.
The Council noted the Local Government Association had agreed 2022/23 pay rates and monies owed to staff had been included in the November 2022 salary.

On the proposition of Cllr Hemsil, seconded Cllr Edmondson, the Council **RESOLVED** to approve the payments previously circulated, and the Clerk's and staff pay.

It was noted the Clerk had submitted a VAT Return for the first 6 months and had received a refund of £3200.96

143:22/23 Auditor– On the proposition of Cllr Huda, seconded Cllr Glinn, the Council **RESOLVED** to appoint Penny Clapham as the internal auditor for 2023 at a fee of £65.00
The Council noted PKF Littlejohn had been appointed as external auditors for 2023 – 2027

144:22/23 Road Incident by Primary School – Cllr Lear reported to the Council the issue of a near miss by the primary school. Cllr Moorhead would speak to the Clerk regarding U1 Licence. It was agreed the Pavilion car park potholes to be filled in and then used as an overflow parking area at school times.

145:22/23 HRFT – The Council agreed to move item to the HRFT meeting.

146:22/23 HRFT - The Council agreed to move item to the HRFT meeting.

147:22/23 HRFT - The Council agreed future HRFT Committee Meetings would be held after Horrabridge Parish Council meetings.

148:22/23 Community Road Warden Scheme - The Council decided not to pursue this at the current time.

149:22/23 Open Spaces – On the proposition of Cllr Huda, seconded Cllr Moorhead, one abstention, the Council **RESOLVED** to appoint Cllr Glinn as Chairman of Open Spaces and to appoint Cllr Moorhead as a member of the Committee.

150:22/23 Finance Committee – On the proposition of Cllr Edmondson, seconded Cllr Roche, the Council **RESOLVED** to appoint Cllr Huda as a member of the Finance Committee

151:22/23 Budgets - The Council agreed to defer this item to January's meeting

152:22/23 Grants – The Council agreed to defer this item to January's meeting.

153:22/23 Polices – The Council agreed to defer this item to January's meeting

154:22/23 Civility and Respect Pledge – The Council agreed to defer this item to January's meeting.

155:22/23 Councillor Training – The Council agreed to defer this item to January's meeting.

156:22/23 Progress Reports – Cllr Moorhead thanked Cllr Glinn for sourcing the Christmas trees. Cllr Moorhead would collect the decorations and lights after Christmas and store them in the Village Hall.
Cllr Edmondson reported they have three new Snow Wardens. The salt levels have gone down quickly and if the weather continues it will last only two/three

days. Cllr Edmondson would order another 3 tonnes but not sure if it would be delivered before Christmas. Items in the salt store need to be removed to make space for the pallet. Cllr Edmondson thanked the Snow Warden team and parishioners in their efforts in the last few days.

157:22/23 Open Spaces Report – Cllr Glinn reported that Environment Agency would have to be informed if any Herbicides or Pesticides were used. The Christmas Tree in Weir Park was lit on a timer. He suggested to keep the tree until the lights fail and then maybe replace it with a smaller tree. Tree works had been completed. Repairs to shelter had been done. The padlock to the salt store had been replaced. The fence on the river side of the carpark in Fillace Park needs replacing, as well as the fence in the Burial Ground by the walkway. Cllr Glinn would obtain quotes.

158:22/23 Borough and County Councillor reports – None

159:22/23 Open Session – A member of the public thank the Council for gritting over the weekend and congratulated Cllr Roche of funding applications.

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.

160:22/23 Staffing Matters – The Personnel Committee had interviewed for the position of Handyman. On the proposition of Cllr Roche, seconded Cllr Edmondson, the Council **RESOLVED** to appoint the proposed the new Handyman. On the proposition of Cllr Roche, seconded Cllr Edmondson the proposed pay scale was agreed.
On the proposition of Cllr Roche, the Clerks probation period had been successfully completed and approved by the Council.
On the proposition of Cllr Roche, seconded Cllr Edmondson, the Council **RESOLVED** to agree a pay rise of 10% for the Caretaker, back-dated to April 2022

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: