

Horrabridge Parish Council

To all members of the Parish Council

You are hereby summoned to attend a Meeting of Horrabridge Parish Council on

Tuesday 8th March 2022 at 7.30pm in the Village Hall for the purpose of transacting the business set out below.

Members of the public are welcome to attend.

C Ellis

Mrs Caroline Ellis, Clerk to the Council 3rd March 2022

1. **Apologies for absence.**
2. **Absence without apologies.**
3. **Declarations of interest.**
4. **Confirmation of the minutes of the Parish Council meeting held on Tuesday 8th February 2022**

5. **Planning –**

To consider the following planning applications.

0083/22 Erection of lighting column for Air Ambulance at Fillace Park Recreation Ground.

Comments by 22nd March 2022

0085/22 Construction of up to five dwellings at land at Highlands, Horrabridge.

Comments by 22nd March.

Decisions of the Planning Committee meeting 24th February 2022

0043/22 The Planning Committee **RESOLVED** to support the application for replacement porch to front of dwelling at Grimstone Manor, Horrabridge.

0049/22 The Planning Committee **RESOLVED** to support the application for erection of Hay barn 18.28m x 918m) in field at the end of track to Kilmantain.

To note the following decisions by the planning authority.

0010/22 Application for annex to replace single garage, 39 Torbridge Road, Horrabridge

Refusal of Planning Permission.

0010/22 Application to insert two window openings to first floor bedroom. 1 Spry Cottage, Whitchurch.

Grant of Conditional Planning Permission

6. **Finance –**

- I. The Bank Reconciliation (App A) dated 28th February 2022 for the consideration of the Council.
- II. Consideration of approval of the following Payments on the attached Appendix B and approve Clerk's and staff pay.
- III. To consider upgrading BestHost from previously paying £66.00 per annum to £9.75 per month (£117.00 per annum) to double the disk space on the emails.
- IV. To approve the purchase of a new drill including battery.

V. To approve the purchase of 6 two-way radios for traffic control.

7. **Village Hall Hire Charges** – To approve the final draft of the revised charges for 2022-2023.
8. **Bench in Fillace Park** – To consider replacing/repairing vandalised bench in Fillace Park.
9. **Asset Register 2022** – To approve the additions and disposals to the 2022 Asset Register.
10. **Rialtas Suite Alpha Financial Management Suite**- To consider purchasing the accounts software package supplied by Rialtas at a cost of £496.50 for the first year, including purchase of software, installation, training and first year support. £124.00 per year thereafter. Internal Auditor recommended using an accounts package during the 2020/2021 Audit.
11. **Allotment Agreement and Charges** – To consider if any changes to the agreement or charges for 2022-2023.
12. **Burial Ground Charges** – To consider the schedule of fees and charges for 2022-2023.
13. **2021/2022 Pay Increase** – To approve the NJC pay increase for 2021/2022. 1.75% increase backdated from April 2021.
14. **Internal Audit** – To agree to appoint Penny Clapham as the Internal Auditor for the year ending 2022.
15. **Dealing with the Press/Media Policy** – To agree to adopt the Dealing with the Press/Media Policy, as per the Standing Orders.
16. **Progress Reports** – To receive updates from Councillors.
17. **Open Spaces Report** – To receive an update for the Chair of Open Spaces
18. **Queens Platinum Jubilee** – To receive an update from the Working Group.
19. **DCC/WDBC Traffic Enforcement**- To consider a response to a member of the public to request DCC/WDBC Traffic Enforcement Officer be present during Horrabridge Primary School drop off and pick up times.
20. **Air Ambulance Night Landing Site** – To note the grant for £3057.59, by Devon Air Ambulance, had been received on 3rd March. The planning application has been submitted by Cllr Roche. To receive the latest update from Cllr Roche.
21. **Borough and County Councillors report** –
22. **Councillors reports and items for future agenda** –
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

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.

23. **Personnel Committee Update on Staffing Matters** – Regarding new members of staff.