

**Minutes of a meeting of Horrabridge Parish Council held in the Village Hall  
On Tuesday 12<sup>th</sup> April 2022 at 7.30pm**  
(also available at [www.horrabridge-pc.gov.uk](http://www.horrabridge-pc.gov.uk))

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

**In Attendance:** 2 members of the public  
Caroline Ellis – Clerk

**224:21/22 Open Session** - None

**225:21/22 Apologies for Absence** – Apologies tendered by Cllr Lear, who was busy lambing and Cllr Moyse who had other work commitments, was approved by the Council.

**226:21/22 Apologies without Absence** - None

**227:21/22 Declarations of Interest** – Cllrs Roche and Cllr Glinn declared an interest on item 231:21/22 as they had submitted expenses claims.

**228:21/22 Confirmation of the minutes of the Parish meeting held on Tuesday 8<sup>th</sup> March 2022** – The Council **RESOLVED** to agree the minutes of the Tuesday 8<sup>th</sup> March 2022 Parish Council Meeting and was a true record and was signed by the Chairman.

**229:21/22 Consideration of the Appointment of Parish Councillor by Co-Option**

If there are insufficient candidates to fill all vacancies, the Representation of the People Act 1985 Section 21 allows the elected members, providing there is a quorum (one third of the whole number of members with a minimum of three) to co-opt members to fill the remaining vacancies.

The Chairman reported Miss Harley Carpenter applied to join the Council. On the proposition of Cllr Huda, seconded Cllr Hemsil the Council **RESOLVED** to co-opt Miss Harley Carpenter onto the Parish Council. Cllr Carpenter signed the Declaration of Interest and immediately joined the Council.

**230:21/22 Planning** –

The Council noted the following decision of the Planning Committee meeting held on 4<sup>th</sup> April 2022

0097/22 Erection of garden room to replace conservatory at Parsonage House, Horrabridge. The Planning Committee **RESOLVED** to support this application.

The Council noted the recent planning decisions by the local 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**

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

## Grant of Conditional Planning Permission

- 231:21/22 Finance –**  
The bank reconciliation dated 31<sup>st</sup> March 2022 (App A) Payments (App B) and Budget Monitoring Report (App C) Clerk's and staff salaries, was reviewed and on the proposition of Cllr Huda, seconded Cllr Edmondson (two abstentions) the Council **RESOLVED** to approve.  
On the proposition of Cllr Farrar, seconded Cllr Huda, the Council **RESOLVED** to approve the Green Waste Renewal subscription and the purchase of a toner cartridge from Amazon.  
On the proposition of Cllr Huda, seconded Cllr Farrar the Council **RESOLVED** to approve the purchase of new flower tubs/containers with the budget of £100
- 232:21/22 Photocopier Service** On the proposition of Cllr Huda, seconded Cllr Edmondson the Council **RESOLVED** to approve the service with Clarity Copiers. The Clerk to arrange.
- 233:21/22 Purchase of Tralier –** On the proposition of Cllr Hemsil ,seconded Cllr Huda the Council **RESOLVED** to purchase the Apache NH273-1 Trailer at the approximate cost of £1600. Purchase to include hitch-lock and prop stands. Cllr Glinn to arrange the purchase and delivery.
- 234:21/22 Fillace Park –** The site would be investigated and a possible solution would be reported to the Council.
- 235:21/22 RoSPA Safety Inspection.** – Cllr Edmondson reported the inspection was completed on 21<sup>st</sup> March. The main item of concern was the Rota Net as the nip guard had perished allowing the Top Hat to drop and was rubbing on the retaining screw and the matting at the base had started to lift. Cllr Edmondson had contacted both Huck and Green Scheme for quotations for repairs and costing to replace.  
Cllr Edmondson had asked Green Scheme to remove two links from the nest swing raising it to 40cm ground clearance.  
The Pirate Ship had a small hole in the wet pour which will be filled. The finger entrapment along each rail needed to be sealed.  
The Multi-play Climber and Slider had a hole in the main wooden upright which was to be filled. The missing bolt cover had been replaced and 2 spares are in the office. The slide had surface abrasion which is to be rubbed down and filled.  
The Youth Shelter needed emergency work to replace roof slates. Cllr Huda arranged the work at an approximate cost of £120.00  
The Waste Bin by the Youth Shelter needed to be bolted. Cllr Huda would arrange for this to be done.
- 236:21/22 Allotment Report –** Cllr Moorhead and the Clerk reported that the allotment holders visited the Village Hall on 5<sup>th</sup> April and signed the revised contracts. Invoices were issued and all were paid on the night. Two allotment holders have decided not to renew the contract. Therefore there are now 3 half plots. The Clerk will contact people on the waiting list. Cllr Moorhead informed the Council that two half plots were very overgrown. On the proposition of Cllr Moorhead, seconded Cllr Glinn the Council **RESOLVED** to allow the two overgrown plots to be free of charge for first year. It was suggested to put a coded lock on the gate, Cllr Moorhead would sort.
- 237:21/22 Christmas Tree Lights -** The Council agreed if a cherry picker was hired to remove the lights it would be prudent to also replace with new lights at the same time. Quotations for new lights would be investigated.

- 238:21/22 Devon Air Ambulance** – Cllr Roche reported the planning application had been approved. There was a site meeting due on 5<sup>th</sup> May and the work to commence on 9<sup>th</sup> May.
- 239:21/22 Progress Reports** – Cllr Glinn reported Chapter 8 Training was booked for 17<sup>th</sup>/17<sup>th</sup> June 2022. DCC are paying for the course but there will be a charge of £14 for the supervisor's ticket. Cllr Glinn was investigating what level of PPE was required.
- 240:21/22 Open Spaces Report** –  
Cllr Edmondson reported the fencing to the left of the lych gate had been removed. This will not need replacing as the hedge had grown and was well established. The handrail and sections of fence post within the burial ground had rotted. The handyman would remove the rail.  
The memorial bench at Station Road was in need of repair. Cllr Moorhead would obtain a price for a replacement made from recycled plastic.  
Cllr Edmondson had been asked when the footpath outside the village hall would be resurfaced. It was difficult for wheelchairs or walkers to access the hall. Cllr Huda would make enquires with a local contractor.  
Traffic issued at Horrabridge Primary School – 20mph signs were advisory signs and cannot be enforced. It was suggested that PCSO's would visit the site and advise car drivers of speed and parking. Cllr Edmondson would contact D&C Police Neighbourhood Beat Manager and arrange a suitable date and time.
- 241:21/22 Queens Platinum Jubilee** – Cllr Farrar reported there had been several meetings and the planning was progressing well. Unfortunately, they were lacking volunteers for the day. The Council agreed that the Jubilee mugs would be presented to the school for distribution. On the proposition of Cllr Hemsil, seconded Cllr Moorhead it was **RESOLVED** agree a budget of £2000 for purchases, including prizes, The Royal Marine Drum Band and other expenses. Small purchases would be reimbursed by way of an expenses claim given to the Clerk. Cllr Farrar was arranging for posters and banners to be displayed and an advertisement in the Bridge Magazine.
- 242:21/22 Chairmans Report** - Cllr Huda informed the Council of an Easter treasure hunt event in the village run by volunteers. Several local businesses had donated Easter eggs as prizes and Cllr Huda had purchased £50 worth of eggs as HPC donation to the event.
- 243:21/22 HRFT** – Cllr Huda informed the Council they had not been awarded the Post Code Lottery Grant. Further funding was to be applied for.
- 244:21/22 Borough and County Councillor report** - None
- 245:21/22 Councillors reports and items for future agenda** –  
Cllr Farr asked if the decoration of the toilets and kitchen at the Village Hall to be added to the next agenda.  
Cllr Hemsil asked for Burial Charges to be reviewed.

Next parish meeting would be the Annual Parish Meeting at 6.30pm followed by the Annual Meeting at 7.30pm on 10<sup>th</sup> May 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.

**246:21/22 Personnel Committee Update on Staffing Matters**

Cllr Moorhead declared an interest.

The Personnel Committee informed the Council the contracts for both the handyman and Clerk had been agreed and signed. The annual appraisal had been completed for the Caretaker and no issues were raised. Future annual appraisals would be held in April for all members of staff.

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 9.10pm

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**Councillor M Huda**  
**Chairman**

**DATED:**