

Horrabridge Parish Council

DRAFT Minutes of the Meeting of the Council held on Tuesday 13th March 2018 in the Village Hall

Present: Cllr P Beard (Chair), Cllr A Moorhead, Cllr E Hemsil, Cllr P Mouncher, Cllr A Minns, J Temple (minutes)

In attendance: Cllr D Cloke (WDBC) and 15 members of the public

1. Apologies

Cllr S Roche, Cllr A Collins, Cllr T Lear

2. Public Question Time

It was suggested that Council members do a “meet and greet” at the school. The Council were asked when the proposed disabled swing would be in place. Advised that due to ongoing repairs this is unlikely to be before the end of the summer.

Following a letter from the Council to Mr Sweetinburgh requesting clarification of the documents he would like to view, he asked that the bill from the Solicitors be made available as soon as possible. Mr Sweetinburgh was advised that the Council's response was to be discussed in Part 2.

The builders at Walkham Meadows are using the end of the estate for parking of their private vans. Although this is not the Council's responsibility, Cllr Beard said that he would speak to them.

Mr Stewart wished to make the Council aware that he had received an email from a fellow parishioner claiming that he had made libellous comments in a Council meeting some considerable time ago – a claim that he denies.

3. Declarations of Interest

Cllr Mimms declared an interest in the allotments

4. Ratification of Minutes

- a) 9th January 2018 – to be carried forward to the next meeting.
- b) 13th February 2018 – the minutes were approved. Proposed Cllr Hemsil, seconded Cllr Moorhead, Cllr Beard agreed. Cllrs Mimms and Mouncher did not attend the February meeting.

5. Matters arising from February's minutes

- a) Storage of road salt – no progress to report
- b) Site survey of the war memorial update – to be carried forward to next meeting
- c) Dictaphone to record meetings – to be carried forward to the next meeting

6. Police Report

No Police Report received. It was suggested that consideration be given to moving the Police report to item 5, thereby allowing any representatives to give their report and leave.

7. Planning

- a) 0004/18 Land South East of The Manor, Plymouth Road. Construction of dwelling – rejected by DNPA due to issues with Tree Preservation Orders

8. Finance

- a) Cllr Hemsil presented his finance report from the last Finance and General Administration sub-committee as follows:
 - Following the External Audit Report an internal investigation has taken place and the following points were confirmed:
 - The internal audit report had been excellent
 - There was a difference of £650.00 between the final submission figure and the bank statement which must be corrected ahead of the next submission
 - The Council is responsible for its financial practices and to that end a Finance Schedule has been drawn up and posted on the website
 - At 1st March the bank balance was £111,152.77
 - There is income due of £6,500 from TAP funding for the speed checkers
 - The forecast for the year end is for a surplus of £18,000
 - It was proposed by EH that the invoices to be issued in April to the allotment holders be for half the usual fee – seconded PM, PB and AMo agreed. Cllr Mimms abstained
 - It was proposed by EH that the charges for the Village Hall be increased by 10p per hour across the board – seconded AMo, unanimous
 - There was discussion about proposed increases to the burial charges which require some alterations to be approved at the next meeting.
- b) The Clerk provided supplementary information on payments made for the minutes for January.
- c) The following cheques were approved and signed:

Travis Perkins -	£ 14.87
J Temple -	£ 46.75
Play Safety Ltd-	£ 84.00
- d) The following organisations had requested a donation from the Parish Council and it was suggested that they each be awarded £130.00, to be approved at the next meeting:
 - Horrabridge Youth Club
 - Citizens Advice Bureau
 - Horrabridge Hedgehog Carers

9. Open Spaces

- a) Dog waste bin for Copperfields – Cllr Moorhead reported that he has had trouble identifying a suitable location for this to be placed but will continue to look.
- b) Resiting of dog waste bin in Fillace park – to be carried forward

10. Data Protection Officer

New Data Protection laws come into force on 25th May and the Council needs to consider appointing a 3rd party to ensure that it is compliant. One quote has been received from a specialist company and it was agreed that this needs to be discussed and voted on at the next meeting

11. Horrabridge Recreation Field Trust

Following the winding up of the Horrabridge Recreation Field Trust it was proposed by PB that the Council formally accept the return of control of the ground and the Pavilion. Seconded AM, unanimous. Following the vote, Cllr Beard read out the following statement:

HPC is aware of the difficulties HRFT had and is experiencing in maintaining financial viability, and their wish to transfer all responsibility for Horrabridge Recreation Fields back to HPC. HPC accepts this transfer of assets and funds. HPC intends to manage Horrabridge Recreation Fields as part of its estate in trust and does not wish to appoint individual Councillors as Trustees. Furthermore, HPC relinquishes its right to appoint trustees to the present HRFT.

12. Burial Ground Waste

It was proposed by PB, seconded by AMo that the Council pay to have the green sacks of waste collected. Unanimous

13. Village Management in the Snow

Following the recent extreme weather, the Council had used 5 tonnes of salt. Cllr Beard expressed his thanks on behalf of the Council to Tom for all his hard work. Cllr Beard advised that himself and Tom will reflect at a later date on what lessons can be learned for the future.

14. Village Archive

To be carried forward

15. WW1 100 Year Anniversary

To be carried forward

16. Reports from Organisations/Representatives

The Twinning Committee are holding a quiz on 24th March in the School Hall

17. Any Other Business

- a) Cllr Hemsil suggested that consideration be given to any VAT return on Projects money and refurbishment of the play equipment
- b) Cllr Cloke (WDBC) advised of a recent presentation to WDBC by the Community Safety Partnership on the theme of Protecting the Public. Areas of concern include modern slavery, drugs, child exploitation, anti-social behaviour and abuse of vulnerable adults. He advised that the public be vigilant and report any unusual or suspicious behaviour.

18. Public Question Time

Following the removal of the noticeboard in Weir Park there are some pieces of metal/wood remaining.

There was discussion about whether the money from the sale of Walkham Meadows should be in a separate bank account. Cllr Hemsil agreed to look into this.

Mr Stewart wanted to make clear that until the transfer of the recreation ground and pavilion is complete, HRFT remains the legal entity. When the Trustees pass a motion to relinquish the right to appoint Trustees then the files will be passed to HPC as a deed of trust overseen by the Charity Commission.

It was suggested that there could be future fund raising events for improvements to the playpark. Cllr Beard advised that in the future he would like the Council to apply for grant funding

There were concerns raised about the proposed increases to burial charges. These are to be looked at again before approval at the next meeting.

Cllr Cloke advised that WDDB are organising training course on the new Data Protection Laws. It was suggested that HPC join forces with other Parish Councils to apply for TAP funding to pay for training and support.

An update on the faulty play equipment was requested – the Council is currently awaiting further updates.

19. Date of Next Meeting

The next meeting will be held on Tuesday 10th April 2018 at 7.30pm in the Village Hall

The meeting closed at 8.40m