

MINUTES OF A MEETING OF HORRABRIDGE PARISH COUNCIL HELD IN THE VILLAGE HALL; ON TUESDAY 8th JUNE 2021 AT 7.30PM
(also available at www.horrabridge-pc.gov.uk/)

PRESENT: Cllrs M Huda (Chairman), A Moorhead, C Edmondson, D Farrar, E Hemsil, M Glinn S Roche, F Peart
Ms S Honey (Clerk), Cllr P Sanders (DCC) plus 1 member of the public

PUBLIC OPEN SESSION

A short public session was held.

The Chairman opened the meeting at 7.32pm

029:21/22 APOLOGIES FOR ABSENCE

None

030:21/22 ABSENCE WITHOUT APOLOGIES

None

031:21/22 DECLARATIONS OF INTEREST

None

032:21/22 CONFIRMATION OF THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON TUESDAY 4th MAY 2021

The council **resolved to agree** that the minutes of the Tuesday 4th May 2021 Annual Parish Council meeting were a true record and duly signed by the Chairman.

Cllr T Lear arrived

033:21/22 CLERK'S REPORT

None

034:21/22 PLANNING COMMITTEE – APPLICATIONS/DECISIONS

Applications 0250/21 Erection of attached garage at 10 Pencreber Road, Horrabridge

Cllr S Roche explained the details of the application and after a short discussion the council **resolved to agree** to support the application.

Decisions:

0206/21 Erection of single storey side extension to replace existing conservatory.

Sunnyleas 19 Walkhampton Rod Horrabridge

0241/21 Erection of sun room/snug extension. Braeburn Horrabridge

Cllr S Roche reported back the decisions made by the Planning Committee meeting on 25th May 2021. The committee **decided to Support** both applications.

Cllr S Roche noted an application which had been missed; ***0205/21 Highlands***. Unfortunately, 3 clear working days could not be given to the public before the application was discussed so the application could not be discussed in the normal way however, Cllr S Roche had visited the property and a **decision had been made to Support** the application.

DNP Decisions

0145/21 Samford Gardens had been Granted.

035:21/22 FINANCIAL MATTERS

I. **Bank Reconciliation and Budget Monitor**

The Bank Reconciliation (App A) and Budget Monitor (App C) dated 31st May 2021 was reviewed and **approved** by the Council.

Cllr E Hemsil asked the Clerk why the General Contingency figure of £13,264.67 in the General / Contingency Funds box in Appendix A; had been arranged as so.

The Clerk reminded Cllr E Hemsil that when she had joined the council no Bank Reconciliations had been performed and she had compiled the Appendix A from a standard NALC template where (as noted on the template) a 1/3rd of a council's income was recommended to be held as a general reserve. She reminded Cllr E Hemsil that the format had been produced each month with a similar figure for nearly three years.

Cllr E Hemsil stated that he did not agree with the figure and would be holding a Finance Committee meeting in order to consider removing it.

II. Consideration of approval of the following Payment List (App B) and Clerk's and Staff pay for May 2021

May 2021 Payment List		Appendix B	June 2021 meeting	
Name	Date	Description	Amount	
PPLPRS	14/05/21	Music Licence	165.36	
Vincent Tractors	13/05/21	Kubota repair	160.95	
Yelverton Garage	30/04/21	Diesel truck	71.05	
Sparling /Mr S Roche	18/05/21	Materials disposal reimburse	25.44	
Vincent Tractors	20/05/21	fan belt	25.92	
Ms S Honey	20/05/21	stamps	10.20	
Mr M Huda	20/05/21	paint for wheelbarrow	15.00	
Mr D Full	06/05/21	repair items	39.48	
Mr D Full	17/05/21	repair items	5.50	
TOTAL				£518.90

The Council **approved** the payment list and the Clerk's and staff salaries.

036:21/22 PROGRESS REPORTS

None

037:21/22 OPEN SPACES REPORT

Cllr C Edmondson informed the council that there had been an incident of misuse of the disabled swing. It had since been padlocked and the key was held at the London Inn public House.

It appeared that the dog poo bins had not been emptied and after making enquires of WDBC Cllr C Edmondson informed the council that they should now be emptied three times a week.

038:21/22 TO AGREE TO ADOPT THE NEW WDBC CODE OF CONDUCT

Cllr S Roche felt there was no need to change the Code the council already had.

After a short discussion the council **resolved to agree to adopt the new code after a show of hands 7:2**. Cllrs E Hemsil and S Roche disagreeing.

Cllr F Peart asked the council if the Clerk could make a note of the paragraph (extract taken from the Local Government Association Model Councillor Code of Conduct) ***“Importantly, we should be able to undertake our role as a councillor without being intimidated, abused, bullied or threatened by anyone, including the general public.”***; that refers to the emphasis on bullying included in the new Code; on the council's website.

The council **resolved to agree** to the suggestion.

039:21/22 TO AGREE TERMS OF REFERENCE FOR THE FOLLOWING COMMITTEES; PERSONNEL, PLANNING, OPEN SPACES, FINANCE

After some deliberation and discussion, the council **resolved to agree** to adopt all of the Terms of Reference, with a few amendments to each that were agreed at the time.

040:21/22 TO AGREE IN RETROSPECT THE ATTENDANCE OF CLLR F PEART ON DALC COURSE “EMOTIONAL RESILIENCE FOR COUNCIL OFFICERS” BOOKED UNDER SO 17(H) EMERGENCY BUSINESS £30.00 PLUS VAT

The council **resolved to agree**, in retrospect, the attendance of Cllr F Peart on the course.

041:21/22 WEIR PARK TREE WORK REQUEST FOR DISCUSSION AND AGREEMENT

Cllr M Glinn informed the council that a request had been received from a homeowner to perform trimming to some overhanging branches; however, the trees were in a conservation area so permission should be sought from DNP. Mr B Beasley, of DNP would have the final say in the matter.

042:21/22 TO DISCUSS AND AGREE FINAL COURSE OF ACTION AND MONETARY AMOUNT OF REPAIRS TO ROPE SWING EQUIPMENT IN WEIR PARK PLAYGROUND

A detailed discussion took place regarding not only the original repairs and quotes identified from the RoSPA report, but also extra works to supporting poles identified since.

The council **resolved to agree** that Cllr C Edmondson would contact the original installer and obtain the TOTAL installation costs of a whole new unit for the Rope Swing and Extending Swing in order to confirm that any replacement would be compatible with existing fittings/footings and report back. Cllr Hemsil asked the council if there was credit balance with Huck of £1000. This would be investigated.

Cllr D Farrar enquired whether the equipment was still considered safe to use. In reply she was informed the RoSPA report had not identified otherwise.

043:21/22 BOROUGH AND COUNTY COUNCILLOR REPORTS

Cllr P Sanders informed the council that the first meeting of the new DCC councillors had been held. New training and re-training for new and existing councillors alike was in place.

The Locality Budget had been frozen but application forms were now available on the website.

Regarding the planning application for the Caravan Park at Magpie, had noted a satisfactory solution had been obtained.

He informed the Clerk that the work she had done in submitting the Section 14 Rights of Way documentation wouldn't be actioned yet and could lapse so he suggested she contact DCC and request the application to be heard on appeal, out of sequence.

He informed the council that he had traversed quite a number of pot holes during his travels around Devon!

044:21/22 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA

1. Cllr C Edmondson informed the council that the application for development at Park Homes had been refused on appeal. The 80 extra homes could not now be built.
Cllr P Sanders reminded the council that some enforcement action might be necessary.
2. Cllr E Edmondson informed the council that the Westcountry Rivers Trust would be testing the river for its water quality and any evidence of contamination by plastic.
3. Cllr T Lear informed the council that an issue with her livestock escaping from the moor had been resolved. Also, a broken gate on the Grimstone path had been repaired.
4. Cllr M Glinn informed the council that Mr B Beasley had suggested the lateral growth making its way out over the river by trees in the old burial ground could be cut back but a Section 211 should be completed first. A dead tree was decaying by the Yew tree but the new planting of a tree in memory of Jinks would supply the “replace an old with new” tree initiative. He also noted that a Section 211 would not be required for Ash trees and suggested that Alder might be used to replace trees near the riverbank.

- Japanese Knotweed had been spotted and noted in a garden in Chapel Lane.
5. Cllr A Moorhead reported the Tilly Bridge as not yet being repaired by Devon Highways and the sycamore trees needed cutting back to ground level beside the seat near the Leaping Salmon.
 6. Cllr S Roche informed the council that the church clock had been making strange noises but he had taken a look and hoped it would soon settle. He enquired of the Clerk if the village hall use was anything close to returning to normal. The Clerk informed him that some classes had returned but in the still uncertain climate some people were still worried and it might take a while until it was back to normal use.
 7. Cllr E Hemsil asked the Clerk if his name had been engraved on the Chain of Office yet and the status of the work to which she replied that it was with the engraver.
 - Cllr E Hemsil asked the Clerk the status of the proposed planting of meadow flower seed on the south bank of the burial ground as he had sent an email to her about it. The Clerk replied that she had not received an email regarding the item but after a short discussion Cllr E Hemsil was reminded that it had already been agreed that the flowers would be planted once the bank had been cut back. The Chairman informed the council that he had heard the bank had since been cut back and the flower seeds could now be planted. Cllr E Hemsil said he would find the email and the date that he had sent it to the Clerk.
 - Cllr E Hemsil said the wording used by the Clerk as a Disclosure at the end of her emails was too long.
 - Cllr E Hemsil asked the Clerk why he had not received the finance documents for HRFT yet. The Clerk replied that they were in the possession of Cllr D Farrar. Cllr D Farrar said she would pass them over as soon as possible.
 Cllr E Hemsil asked the Chairman and Cllr C Edmondson if they had completed the work on the new burial ground layout to which they replied they had not yet.

045:21/22 TO CONFIRM DATE OF THE JULY PARISH MEETING FOR TUESDAY 13 JULY 2021

The council **resolved to agree** the date of Tuesday 13 July 2021.

The Chairman closed the meeting at 21.13pm

Signed:

Date:

Cllr M Huda, Chairman