

MINUTES OF A MEETING OF HORRABRIDGE PARISH COUNCIL HELD BY VIRTUAL MEANS, ONLINE; ON TUESDAY 9th MARCH 2021 AT 7.30PM
(also available at www.horrabridge-pc.gov.uk/)

PRESENT: Cllrs S Roche (Vice Chairman), A Moorhead, M Huda, C Edmondson, D Farrar, E Hemsil, M Glinn
Ms S Honey (Clerk), Cllr P Sanders (DCC), Cllr D Moyse (WDBC) plus 6 members of the public

PUBLIC OPEN SESSION – due to the nature of the online meeting platform, no Open Session was held. Members of the public can still ask questions in advance of a meeting by contacting the Clerk.

The Vice Chairman opened the meeting at 7.32pm

Cllr S Roche (Vice Chairman) thanked Cllr E Hemsil for his time as Chairman and Chairman of the Finance Committee.

223:20/21 ELECTION OF NEW CHAIRMAN

The Vice Chairman asked all councillors in turn if they would like to take the chair. Only Cllr M Huda inclined an interest.

The council **resolved to agree** the appointment of Cllr M Huda as Chairman. Cllr E Hemsil abstained.

224:20/21 APOLOGIES FOR ABSENCE

Cllrs T Lear (Farm meeting) and F Peart

225:20/21 ABSENCE WITHOUT APOLOGIES

None

226:20/21 DECLARATIONS OF INTEREST

None

227:20/21 CONSIDERATION OF THE APPOINTMENT OF PARISH COUNCILLORS 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, provided 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 Clerk reported that no applications had been received.

228:20/21 CONFIRMATION OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 9TH FEBRUARY 2021

The Clerk informed the council of the two corrections requested;

1. include the title of the tree inspection officer, Mr B Beasley of DNP to No 204:20/21 under 21/0006 Ash tree works and
2. amend a sentence in No 222:20/21.

Cllr E Hemsil then asked the Clerk why the minutes were not issued independently, before the 3 days legally required for the issue of the agenda and other documents for the next month's meeting so that corrections could be decided and made before the actual meeting was held.

The Clerk reminded Cllr E Hemsil that the minutes were issued with the agenda and other documents 3 clear days before each meeting so that councillors could study all the documents and any corrections should be discussed and made at the actual meeting.

The Minutes of the Tuesday 9th February 2021 parish meeting were then **agreed by the Council** and will be signed by the Chairman at a later date.

229:20/21 CLERK'S REPORT

The Clerk informed the council that the locum Clerk might be in post for the April meeting and if so, she would not be able to attend the Tuesday 13th April date set. She reminded the council that the item could be discussed under Item No 21 later in the meeting.

230:20/21 PLANNING COMMITTEE – APPLICATIONS/DECISIONS

Decisions

0049/21 Erection of car port. 12 Youlden Way, Horrabridge

Cllr S Roche informed the council that the Planning Committee meeting of Tuesday 23rd February 2021 had resolved to **SUPPORT** the application.

Information had been received from DNP that:

0004/21 Pengarth. Side extension. Had been Granted.

Cllr S Roche informed the council that Barton Estates had gone to appeal and asked if Cllr D Moyse (WDBC) might be able to ask the advice of DNP as the Commons Act 1962 appeared to be creating a problem. A short discussion followed whereby Cllr P Sanders (DCC) offered to investigate.

231:20/21 FINANCIAL MATTERS

I. Bank Reconciliation and Budget Monitor

After a short discussion where Cllr E Hemsil asked the Clerk to review the figure reserved for “Contingency for Elections” of £1,500; the Bank Reconciliation (App A) and Budget Monitor (App C) dated 28th February 2021 was reviewed and **approved** by the Council.

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

Name	Date	Description	Amount
Best host	21/03/21	Website hosting	66.00
DC Besgraove	16/02/21	Service village hall boiler	78.00
Yelverton Garage	31/01/21	Diesel truck	30.38
			174.38
Direct Debits			
Ms S Honey	16/12/20	Zoom monthly charge February	14.39
South West Water	Nov	Allotments	
South West Water		V Hall	50.94
South West Water		Cemetery	11.40
Plusnet	Dec	Office phone and broadband	38.28
British Gas	Dec	Elec - Weir Park	
British Gas	Dec	Elec- Village hall	
British Gas	Dec	Gas - Village hall	
			100.62
TOTAL			£275.00

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

III. To agree to add signatories to the TSB and Lloyds accounts.

The council **resolved to agree** Cllr A Moorhead and the Chairman as extra signatories. Cllr E Hemsil was asked if he wished to remain a signatory to which he replied he would.

IV. To agree allotment charges for 2021/22.

The council **resolved to agree** to hold the charges at the present rates of £42.00 full plot and £21.00 half plot.

The Council **approved** the payment of £47.40 for sand paid for by Cllr C Edmondson.

232:20/21 PROGRESS REPORT

None

233:20/21 OPEN SPACES REPORT

Cllr C Edmondson thanked Cllrs T Bolton and D Moyses for their grants which had funded the extra grit bins. There were now 24 in total placed around the village.

She asked if it was possible for the Cavaliers to store their Bar-B-Que elsewhere as it was taking up a lot of room in the store which was needed to keep present stocks of wood dry.

The Chairman and Cllr A Moorhead felt understanding was necessary as the Cavaliers did a lot for the village.

Cllr C Edmondson informed the council that the repair and replacement of rotten wood in Weir Park benches by the Chairman had been successful and one bench had almost rotted altogether. She thanked Mr J Carpenter for his help with the task.

Finally, she informed the council that the bench by the Toll House needed repair and wondered if DNP might pay for the repair?

The Chairman suggested they might be able to repair it themselves using any wood remaining from the bench repairs.

234:20/21 TO DISCUSS REMOVAL OF STANDING ORDER NO 18. (C)

The Clerk asked the council if they wished to remove the SO altogether or leave it in as it was because at the moment a resolution of the council would be needed before a one to one appraisal held between the Chairman and any member of staff could take place.

After a short discussion the council **resolved to agree** to remove the existing wording and replace with the wording described to them by the Clerk from the book "Being A Good Employer" (a guide for parish and town councillors);

The Clerk will conduct appraisals for employees but the Clerk's appraisal will be undertaken by a small committee.

235:20/21 TO DISCUSS AND AGREE ALTERATION TO STANDING ORDER NO 17. (H).

The Clerk reminded the council that due to Cllr E Hemsil's resignation from the finance committee, of which he had been Chairperson, she would not be able to action any emergency business as the SO required permission from that Chairperson and the Clerk. She asked if the council would wish to change the wording to the Chairman instead.

Rather than change another SO the council **resolved to agree** that any emergency business would be actioned by the Clerk and the Chairman until the May 2021 annual meeting when a new finance committee and Chairperson could be appointed, rendering the SO valid once more.

236:20/21 FOOD BANK USE OF HALL – REQUEST TO HIRE UPSTAIRS ROOM AS STORAGE INDEFINITELY FOR DISCUSSION AND AGREEMENT

The council praised the work the Food Bank had done but after a short discussion the council **resolved to decline** the request due to the council needing to reopen the hall for the local elections in May and the eventual return to regular groups/classes which used both rooms.

The council would need the hall to be clear by Friday 9th April 2021.

237:20/21 TO AGREE REPAIRS TO BURIAL GROUND FENCING/HANDRAIL

The Chairman explained the fence could be repaired by the use of some stout fencing poles strategically placed along the fence in order to make a sound repair without the need to replace whole parts of the fencing. He suggested £50.00 as an approximate figure to purchase the poles.

Cllr A Moorhead said he owned a post rammer which would help and offered to check on a source for the poles.

The council **resolved to agree** to the repair and purchase of poles at an approximate cost of £50.00.

238:20/21 TO AGREE TO PLACE A TEMPORARY HOLD ON THE RESERVATION OF GRAVES IN BURIAL GROUND

The Clerk explained that many plots had been purchased and it was becoming more difficult to plan where empty ones might sit for a long period of time. At the moment plots are reserved along the edges keeping inner plots accessible for the present but should some reserved plots on the edges

start to be used then access to the inner plots by the digger might become impossible rendering them unusable.

The council **resolved to agree** to a temporary hold on the sale of burial plots until some of the inner plots were used.

239:20/21 TO DISCUSS AND AGREE POSSIBLE SKIP HIRE TO CLEAR OUT FILLACE SHED

The item was deleted.

240:20/21 TO DISCUSS PROBLEM OF DOG MESS IN AREAS OF VILLAGE

Cllr S Roche informed the council that he had received some complaints from parishioners due to the problem.

After a short discussion the Chairman and Cllr C Edmondson offered to post suitable sticker signs around the village in the hope it might help remind dog owners to clean up after their dogs.

241:20/21 BOROUGH AND COUNTY COUNCILLOR REPORTS

Cllr P Sanders informed the council that DCC would be in purdah by the end of march due to the local elections. There was concern about the elections being held due to the virus but the Government were determined they would go ahead.

A change of highways contractor was expected.

There were concerns over the number of visitors Dartmoor had received as footpaths had been worn in places and more trouble was expected due to the relaxation of restrictions. Cllr P Sanders mentioned the park also suffered from the problem of dog mess.

Cllr D Moyses explained that she had attended an informal council meeting. Topics discussed would go to the hub next week and then on to the council.

Pressure had been put on councillors to inform people about the importance of completing their Census. Online completion was encouraged but paper copies would be necessary in areas with poor internet access.

242:20/21 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA

1. Cllr M Glinn informed everyone that an oak tree had been planted in the memorial garden for Jinks. He had hoped to meet with Adam Minns to discuss ash die back around the village as Weir Park might need attention in the spring but he had not been successful so far.
2. Cllr C Edmondson had been informed by the Environment Agency that the tree in the Salmon Ladder would be removed as soon as possible. They hoped to rebuild the ladder in spring when the water might be lower.
3. Cllr S Roche informed the council that the personnel committee hoped to appoint a new handyperson after references had been checked.
4. Cllr E Hemsil informed the council that the WI were hoping to resume their regular meetings in the hall as soon as possible.
He then asked the Clerk if working procedures had been prepared. The Clerk asked Cllr E Hemsil to explain what he referred to as she was unaware of the task. He replied that it was part of the Lone Working policy. The Clerk said she was unsure of the procedures he referred to but would investigate.
Cllr E Hemsil then mentioned that Horrabridge parish council was the sole trustee of HRFT and councillors were not trustees.
Cllr E Hemsil then asked the Clerk why the burial ground and village hall hire fees had not been placed on the agenda and that they should be on the next agenda.
He stated he would be recording meetings in future.
The Chairman reminded Cllr E Hemsil that members of the public were able to do that at present.
5. Cllr A Moorhead mentioned there was a large ash tree on the footpath owned by highways opposite Walkhampton Road which might be of interest to Cllr M Glinn.
6. Cllr M Glinn asked the ownership of the back hedge running alongside the allotments. This led to enquiries over whether water to the allotments was metered.
No-one knew of a meter but Cllr E Hemsil said there was a water meter and it was situated in the road just outside of the school entrance.

243:20/21 TO CONFIRM DATE OF THE NEXT PARISH MEETING FOR TUESDAY 13th APRIL 2021

The Clerk explained that the locum Clerk might be in situ for the next meeting and was unable to be present for the Tuesday 13th April but could work the Wednesday 14th April.

The council **resolved to agree** the amended date of Wednesday 14th April 2021.

244:20/21 EXCLUSION OF THE PRESS AND PUBLIC

To resolve that in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting.

245:20/21 TO HOLD CLERK APPRAISAL

The Clerk's appraisal was held by Zoom due to the restrictions in place for covid-19.

The Chairman closed the meeting at 21.57pm

Signed:

Date:

Cllr M Huda, Chairman