

## **MINUTES OF A MEETING OF HORRABRIDGE PARISH COUNCIL HELD ON TUESDAY 11<sup>th</sup> DECEMBER 2018, 7.30PM, AT THE VILLAGE HALL**

(also available at [www.horrabridge-pc.gov.uk/](http://www.horrabridge-pc.gov.uk/))

**PRESENT:** Cllrs, S Roche (Vice Chair), A Moorhead, C Edmondson, M Huda, E Hemsil, Ms S Honey (Clerk), Cllr D Cloke (WDBC) Plus 11 members of the public

The Chairman opened the meeting at 7.33pm.

### **PUBLIC OPEN SESSION**

1. Mr C Benfield asked Cllr Roche a query relating to the DNP Local Plan. Cllr Roche informed all present that he and Cllr E Hemsil had recently attended a workshop at DNP headquarters; a report was now available and would be kept in the Clerk's office should anyone wish to read it.
2. A member of the public asked why councillors or the Police were not helping to direct traffic outside the hall. Due to road works around the Horrabridge junction on the Yelverton to Tavistock road, traffic had increased outside the village hall temporarily while commuters made their way home by diverting through the centre of the village. Cllr Roche explained that Devon Highways had erected a notice and that the issue was not a Police matter or the responsibility of the Council.
3. A member of the public asked where the key could be obtained for the disabled swing in the park as there was no information. Cllr Huda explained that the key could be obtained from the London Inn public house beside, the park, and that a sign had been commissioned and would be erected in due course.
4. Mr Berry asked why his suggestion of "councillor dedicated email addresses" were not on the Agenda as he had emailed a councillor with this suggestion. Cllr Roche reminded Mr Berry that he had already been previously informed that all correspondence to the Council should be addressed to the Clerk.

### **079:18/19 APOLOGIES FOR ABSENCE**

Cllrs P Beard (Chairman) T Lear, A Minns, D Keane, D Moyse (WDBC)

### **080:18/19 DECLARATIONS OF INTEREST**

Cllr A Moorhead declared an interest in item number 8 of the Agenda, regarding the recreation ground.

### **081:18/19 CONFIRMATION OF MINUTES**

The Minutes of the meeting held on Tuesday 13<sup>th</sup> November 2018 were **agreed** by the Council as a true record and were duly signed by the Chair. Cllr A Moorhead proposed and Cllr C Edmondson seconded the motion.

Cllr D Cloke arrived.

### **082:18/19 APPOINTMENT OF A PARISH COUNCILLOR**

The Chairman explained that no applications had been received but the Clerk informed the Council that co-option could still take place up until the Local Elections in May 2019.

### **083:18/19 PLANNING**

0641/18 Proposed erection of garage, The Manor House

Cllr S Roche explained that the application had been discussed at the recent planning meeting whereby the Council had **supported** the application.

The Chairman also informed the Council in general that 0411/18 Magpie Leisure Park, erection of 80 caravans; had been refused by DNP.

### **084:18/19 RETROSPECTIVE APPROVAL OF EMERGENCY REPAIR TO VILLAGE HALL ROOF £359.00**

Cllr S Roche explained that some slates had been blown off of the village hall roof requiring an emergency repair. A quote had been received for £359.00 from RB Roofing which had been accepted and agreed in order to arrange a repair quickly.

Cllr E Hemsil proposed and Cllr A Moorhead seconded a motion to agree the emergency repair.

The Council **agreed** the motion.

#### **085:18/19 PROPOSED CHANGE OF COURSE REGARDING THE PAVILLION**

Cllr S Roche explained that due to a lack of funds over the years the Pavillion had not been upgraded or replaced. During last September 2018 Cllrs D Keane and A Moorhead had attended a meeting to discuss the design of a new pavilion.

Cllr S Roche felt it might be better to approach the redesign in a different way rather than obtaining the services of an architect at first.

Cllr S Roche suggested the funding should be sought in the first instance along with 3 or 4 quotes from builders as the Council already had various plans and drawings relating to a suggested design of the pavilion.

Cllr S Roche proposed that he investigate sources of funding as paying architects in the region of, perhaps, £2,000 for their advice before the project had been agreed upon seemed an unnecessary expense.

The Council **agreed** to the proposal.

#### **086:18/19 HORRABRIDGE RECREATIONAL FIELD TRUST - DISCUSSION OF RENT CHARGED**

Cllr E Hemsil informed everyone that the HRSA meeting notes had been circulated and that a price of £1,000 had been **proposed** as rent for the field from the Football Club. However, Cllr S Roche reminded the Council that the expenditure for grass cutting was £500 alone plus £300 for utilities.

As the Pavillion insurance was by far the largest expense to the Council, £1,000 for rent would hardly cover the costs. He suggested that the football club should at least pay for their gas and electricity costs.

Cllr E Hemsil informed the council that the utility charge for the pavilion last year had been £301.03.

Cllr S Roche also mentioned that the Mower was insured under the parish council's own policy and that the club use the field almost three quarters of the year for very little cost.

A member of the football club reminded Cllr Roche that the football club cut the pitch on behalf of the council for the £500 and include the mower in their own Contents insurance.

Cllr S Roche replied that it appeared the Council were actually paying the Football Club for them to use the pitch.

Cllr E Hemsil reminded the Council that the Parish Council are the owners of the pavilion building which is insured by the council and so the Council must accept this fact. He explained that the charge for utilities was approximately £300 and insurance the same making a total of around £600. In addition the charge of £500 per year for grass cutting meant that the expenses for the football field and pavilion exceeded the rent of £1000 by £100.

Cllr A Moorhead reminded everyone that he had an interest in the Club but reminded the Council that the electric showers used by the football club used a lot of electricity.

Cllr S Roche asked the Council if they were happy with the rent being charged. One councillor **abstained**, one was **against** and 3 **agreed** to the rent charge.

Cllr S Roche reminded everyone that the original Charter relating to the football field allows other groups/ people to use the facility and that an enquiry could be made via the Council for charges and to agree usage.

A member of the football team requested a month's notice whereby the football club would be happy to let another use the pitch on that particular occasion.

#### **087:18/19 JORDAN LANE DRAINAGE UPDATE**

Cllr A Moorhead informed the Council of the problems existing with drainage in the lane at the moment. Sortridge Leat disappears under a large hedge; it is at this point it becomes blocked. The farmer that owns the land has not been able to access the blockage in his attempts to free the flow of water so the services of a Lengthsman should be sought.

Two drains close to Grimstone Manor are also blocked. The Handyman and Chairman have also tried to free the blockage without success.

Out of 12 to 15 drains; 6 are blocked and need digging out.

Cllr A Moorhead suggested the Council confirm the Devon Highways what power a Lengthsman has on a farmer's land as farmers have an Easement to take water.

A member of public asked whether increasing the height of the pavements further down Jordan Lane might help. Cllr A Moorhead explained that the flow of water from blocked drains was the main problem which should be addressed.

Cllr E Hemsil reminded the Council that the council has £750 in funds, available from a TAP fund, in order to fund a Lengthsman.

No decision was made.

### **088:18/19 ACCEPTANCE OF QUOTATION FOR BURIAL GROUND DRIVEWAY RESURFACING**

The Council had obtained two quotes in order to make a repair. Others approached had not replied.

The quote from MT Allen is £3672.00 PLUS 734.40 in VAT = £4406.40

Devon Tarmasters proposed £4881.80

Cllr E Hemsil recommended the Council to accept the MT Allen quotation. The Council **agreed** to the recommendation.

### **089:18/19 FINANCIAL MATTERS**

#### I. Bank Reconciliation and Payment List

The bank reconciliation (App A) and payment list (App B), dated 30<sup>th</sup> November 2018, was reviewed and the following payments; including the Clerk's and staff salaries were **approved**.

<b>Name</b>	<b>Date</b>	<b>Description</b>	<b>Amount</b>
All Out Play	01/11/2018	Pirate ship (second payment 50%)	3315.00
RB Roofing	26/11/2018	Repair to village hall roof	359.00
Adam Minns tree surgery	25/10/2018	Emergency tree work Fillace Park	120.00
Caloo	15/11/2018	Disabled swing	6881.56
Travis Perkins	05/11/2018	Paint	21.73
Travis Perkins	07/11/2018	Square rammer and gloves	41.70
Best Host	28/11/2018	Website Domain	75.00
Viking	15/11/2018	Waste bags	95.95
Viking	20/11/2018	Bookcase	194.35
Yelverton Garage	31/10/2018	Diesel fuel	56.00
S Honey	30/11/2018	Postage stamps	16.08
SLCC	27/11/2018	Local Council Administration book	108.79

Mr S Roche	06/12/2018	Travel expenses	36.00
Smith of Derby	16/11/2018	St John the Baptist clock service	294.00
<b>Total</b>			<b>£11,615.16</b>

Cllr A Moorhead asked what the Square Rammer, purchased from Travis Perkins was for. There was no information relating to the purchase and Cllr A Moorhead suggested more information was available in future. Cllr E Hemsil explained that the Handyman was authorised to make purchases up to £60 per month but that level had been exceeded by that particular purchase.

The Council **agreed** to include the level of Handyman spending to the Agenda for next month.

II. Budget for 2019 /20 and Draft Precept for discussion (App C)

Cllr E Hemsil explained that the budget had been complied with a 3% uplift. Last year had been 2.6%. Other parish councils worked to a ratio of between 2.5 and 4.6%

The Open Spaces amount had been suggested at £5,000 but there had been no explanation of the figures requiring this amount. During the recent Finance Meeting the figure had been reduced to £4,000 but there was still no explanation for that particular figure.

The Council would ask the Chairman for a list of amounts that related to the suggested Open Spaces figure.

Cllr E Hemsil said the proposed Precept was £36,794, an increase of 3%. The Precept would be agreed at the January 2019 meeting.

**090:18/19 BOROUGH AND COUNTY COUNCILLORS REPORT**

Cllr D Cloke informed the Council that the waste contract owned jointly between WDBC and South Hams had been signed on Tuesday of last week. The 7 year contract would begin on 1<sup>st</sup> April 2019 and should see savings of £2M between both councils. WDBC had invested in new vehicles to last the duration of the contract.

Future collections would probably be on a 3 weekly basis but a pilot had been suggested.

Christmas collection times were available on the WDBC website. The Clerk mentioned that they were also on the parish website.

Cllr D Cloke also informed the council that WDBC have decided to support a proposal for a mutual bank as had South Hams, Teignbridge and Cornwall CC. It would be similar to the Co-op Bank, the idea being to promote small businesses because larger banks were not really interested. The grants from various participating councils would initially finance the required banking licence.

Business rates might not be collected in future however it would mean a reduction in the government grant.

It was hoped that by encouraging small business an increase would be seen in visitors coming to Tavistock.

**091:18/19 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA**

- I. Cllr E Hemsil gave his thanks to a member of the public for providing clarity to a point relating to the houses built in Walkham Meadows. They were ALL built as affordable after a group discussion between the Council and a working party. Cllr E Hemsil hoped the point had now been clarified.
- II. Regarding the Chairman's suggestion that an independent body would be set up to arrange and purchase the Christmas lights; Cllr E Hemsil asked what would happen to the existing lights as the Council owned them. He also wondered where the lights would be stored.
- III. Cllr E Hemsil informed the Council that he had just been passed a letter from the Bank dated May 2017 relating to amounts over £75,000 and the safety of their deposit under the

banking limits safety scheme. As the Council have over £100,000 in one account this money could be at risk. He suggested the Council move its project money out into another account. The Clerk was **authorised** to enquire of other suitable accounts in which to deposit the money.

The Clerk also informed the Council that as a result of the recent problems with online banking the Council has been awarded £300 in compensation which will be deposited into its account by the bank in question.

- IV. Cllr S Roche gave thanks to the Chairman, Cllr P Beard and Cllrs A Moorhead and A Minns for their work in erecting the village Christmas lights.
- V. Cllr S Roche reported back to the Council after his attendance, with Cllr E Hemsil, at the DNP Local Plan workshop. The plan would become Law in 2021. The details were on the DNP website and a hard copy was available in the Clerk's/ Council office. In Horrabridge there is only one site that might be built upon HR02 near Fillace Park. The Youldon Way site was discounted so only one site now remains.

Any response was scheduled for the next meeting's agenda.

### **092:18/19 DATES OF FUTURE MEETINGS**

The next meeting was confirmed as Tuesday 8 January 2019.

*Note: All meetings are held on the second Tuesday in the month, at 7.30pm, unless otherwise specified*

### **Public Open Session**

- 1. A member of the public reminded the Council that when Walkham Meadows had first been sold the Council said it would put the money in a separate account but it had not done so.
- 2. A member of the public reminded the Council that the football field had been given to the village so why should it be charged. In reply another member of the public suggested the original document did specify that the Council could charge for its use.
- 3. A member of the public suggested the Council use a "crowdfunding" route to raise funds for the pavilion. Cllr S Roche said prices and plans would be need to be obtained first in order to determine the cost to be raised.
- 4. Another person asked about the suggestion that an architect had offered their services for free. Cllr S Roche explained that it was not totally free and they wanted payment.

The Chairman closed the meeting at 8.45pm

Signed: .....

Date: .....

Cllr S Roche, Vice Chair