

**MINUTES OF A MEETING OF HORRABRIDGE PARISH COUNCIL HELD ON  
TUESDAY 13<sup>th</sup> August 2019, 7.30PM, AT THE VILLAGE HALL**  
(also available at [www.horrabridge-pc.gov.uk/](http://www.horrabridge-pc.gov.uk/))

**PRESENT:** Cllrs E Hemsil (Chairman), C Edmondson, A Moorhead, M Huda, P Beard, T Lear, F Peart and S Roche

Ms S Honey (Clerk) Plus 9 members of the public

**The Chairman opened the meeting at 7.30pm**

**PUBLIC OPEN SESSION**

A public open session was held for parishioners to ask questions and raise queries before the meeting started.

**065:19/20 APOLOGIES FOR ABSENCE**

None

**066:19/20 DECLARATIONS OF INTEREST**

None

**067:19/20 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 explained that **no applications** had been received.

**068:19/20 CONFIRMATION OF MINUTES**

The Minutes of the 9<sup>th</sup> July parish meeting were **agreed** by the Council.

**069:19/20 PLANNING**

The Planning Committee had made the following decisions;

0282/19 Erection of Garage and workshop. Grimstone Manor – Support

0294/19 Single storey extension Birchwood – Support 4:1 (one declared an interest and abstained)

***DNP Decisions:***

0250/19: Erection of single storey side extension, Hillman Cottage. Refused

0238/19: Construction of 2 in No. two storey terraced affordable housing, Fillace Lane. Refused

0254/19: Porch extension Higherfield. Granted

**070:19/20 CLERK'S REPORT**

New phone and broadband supplier

The Clerk explained that the new provider was now in place and lower monthly payments were expected.

Chainsaw purchase update

No suitable courses were available at the moment. In the interests of safety the Council had decided not to purchase a chainsaw at present.

DCC yellow line request – Pencreber and Graybridge Road

The Clerk had submitted an online request but had not received a reply to date.

The Chairman asked the Clerk to submit another request for yellow lines along the western side of the junction to Walkham Meadows and Walkhampton road.

**071:19/20 COUNCILLORS PROGRESS REPORTS**

LIGHTING NEAR PAVILLION

Cllr A Moorhead reported that a quote had been received but a second quote request had not been answered. The Clerk explained that three quotes must be obtained. Cllr Moorhead offered to

obtain another quote which would be for the same specification; to include light and a socket in the main store and also in the salt store. He wondered if an outside tap should be provided at the back of the pavilion so the back of the truck could be washed out after using the salt.

Cllr S Roche reminded the council that an electrical supply and water had always been intended for the salt store originally.

The Chairman felt the project should be completed soon and asked for the collection of quotes to be finalised.

#### REPAIR TO WALL BETWEEN SOUTHVIEW AND THE BURIAL GROUND

Cllr P Beard explained that the work had been postponed as the repair of the bus shelter had taken precedence.

#### TRUCK REPLACEMENT

Nothing to report as the truck had been replaced.

#### PAVILLION VALUATION

A valuation had still not been obtained. Cllr A Moorhead hoped to speak with the person who had been asked to undertake it when they arrived back from holiday.

#### FILLACE PARK FOOTPATH REPAIR FOR DISCUSSION

The Chairman explained that a specification was expected by next weekend.

#### TO DISCUSS THE FUTURE OF SPORTS TROPHIES HELD BY PARISH COUNCIL

No suggestions had been received regarding the trophies. The Chairman asked a member of the public whether the badminton club might wish to make use of the tennis trophies which made up the majority but this offer was declined.

The Clerk suggested the Best Kept Garden trophy might be used as part of an annual event such as the "Party in the Park".

Cllr F Peart suggested the cup might be used as part of the "Britain In Bloom" contest and offered to enquire how the village might join in. The Council **agreed**.

### **072:19/20 FORMATION OF A WORKING GROUP IN ORDER TO MANAGE REPLACEMENT PAVILLION**

Cllr S Roche suggested a working group be set up to aid discussion and continuity of the Pavillion project between the council and HRSA, of which, some members had already offered to join.

The Chairman and Cllr M Huda offered to join the group. Cllr S Roche gave his thanks and said the group would now have enough people.

### **073:19/20 DEFIBRILLATOR USE PROCEDURE**

The Chairman explained that the defibrillator had been taken for use but the pads had been out of date. Although this fact had not had any bearing on the outcome; he felt a procedure note should be put in place.

Cllr S Roche explained that he regularly checked the defibrillator and sent a monthly report to South West Ambulance Service (SWAS). Cllr C Edmondson offered to take over monitoring of the defibrillator.

Cllr M Huda suggested the council sign up to the SWAS defibrillator programme where they regularly service defibrillators for owners.

The Council **agreed** to Cllr Huda obtaining more information about the programme.

Cllr A Moorhead suggested a notice be placed inside the cabinet instructing users to inform the Clerk when the pads have been used and need replacing.

The Council **agreed** to this suggestion.

### **074:19/20 FENCING OF FILLACE PARK CAR PARK FOR DISCUSSION AND DECISION**

The Chairman explained that due to the broken fencing anyone could now drive onto the football pitch so a repair was imminent.

Cllr M Huda suggested the HRSA should be involved in the discussion. The Chairman agreed and suggested the subject be brought up at the next meeting between the Council and HRSA.

### **075:19/20 DONATION OF NEW BENCH ON BEDFORD GREEN FOR CONSIDERATION AND AGREEMENT**

An offer to fund a new bench on Bedford Green in memory of his parents had been received from Mr Ormerod.

The Council thanked the family for their kind offer which they **accepted**.

### **076:19/20 VILLAGE HALL ACCOUSTICS FOR DISCUSSION**

The Chairman informed everyone that a demonstration; in conjunction with the WI; to include microphones which could cost up to £3,000; had been arranged with Gordon Morris and a report would be presented after.

### **077:19/20 PURCHASE OF NEW LAPTOP, REMOTE MOUSE, SOFTWARE AND VIRUS CHECKER FOR CLERK USE**

The Clerk explained that the present office computer is an old model that has been in the office for some years and has now become unreliable. The Clerk also uses her own laptop for council business while working from home. The Clerk requested a new laptop for home working and office use to include the supporting software, remote mouse and virus checker.

The Council **agreed** to the purchase.

### **078:19/20 PURCHASE OF NEW DESK FOR PARISH OFFICE**

The Clerk requested a new office desk from an office supplies catalogue as the existing one was old and broken.

Cllr A Moorhead suggested a second hand office furniture store in St Budeaux might have a suitable desk. He suggested the handyman could collect the item. The Clerk agreed to find out more about the store.

### **079:19/20 WEIR PARK BANNER POLICY FOR DISCUSSION AND AGREEMENT**

The Chairman explained there had been a problem in allowing the present banner to be erected in Weir Park as it was bigger than expected and consisted of bulky Harris fencing set in a large triangle.

Cllr S Roche felt it should be moved altogether.

Cllr M Huda explained that because a banner had been allowed for the Party in the Park it would be difficult to refuse the local School the same advertisement.

The Chairman suggested the council contact DNP to establish whether they have a policy for banner erection before compiling their own policy to deal with future requests.

### **080:19/20 FINANCIAL MATTERS**

#### **I. Bank Reconciliation and Budget Monitor**

The bank reconciliation (App A) and Budget Monitor (App C) dated 31<sup>st</sup> July 2019, 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 July 2019**

<b>Name</b>	<b>Date</b>	<b>Description</b>	<b>Amount</b>
Budd's Tree services	10/07/19	Tree work Fillace Park	1650.00
S Honey	18/07/19	Reimburse Plusnet first payment	37.80
S Honey	11/07/19	Stamps	25.20
Rradar Ltd	30/06/19	VAT element of invoice	705.20
Travis Perkins	09/07/19	Bus shelter repair items	53.23
Travis Perkins	15/07/19	Brush and wood stain	23.93
Travis Perkins	16/07/19	Masking tape	7.16
Travis Perkins	23/07/19	Wood stain and turpentine	27.88
St John Ambulance	31/07/19	Defibrillator pads	125.20

Came & Co	07/08/19	Truck insurance adjustment	14.56
			<b>£2,670.16</b>

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

## **081:19/20 BOROUGH AND COUNTY COUNCILLORS REPORT**

None

## **082:19/20 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA**

1. Cllr P Beard explained that works to a tree on the flood plain had been postponed due to bad weather.
2. Cllr A Moorhead informed everyone of a new, trial three week refuse collection service from WDBC which would affect selected areas of the village only.  
Information suggests the Borough is poor in recycling food waste, finding up to 40% deposited in black waste bags which should be for general rubbish use only.
3. Cllr M Huda asked how the council wished to dispose of the old truck which had failed its MOT due to it requiring a replacement head gasket costing approximately £500.  
If a repair was completed it may be worth around £1,000 but in its present state could be sold for around £500 maybe.  
The Council **agreed** it could be sold as seen.  
Cllr M Huda then asked where the granite bench had come from that had been left in his car park?  
The Chairman explained it was the bench donated by the WI for their 100<sup>th</sup> Anniversary; however it was much larger than expected and would need careful and skilled construction. It was agreed that lifting gear would be needed and someone would be sourced who could construct it safely. The Chairman offered to contact the company that supplied the seat in order to establish a construction method.
4. Cllr S Roche reminded the council that it would need to top up funding of the HRFT of which the Council is the Trustee. An amount of £500 was suggested by the Clerk to cover utility bills until rent from HRSA was received.  
He also informed everyone that there was a meeting for the Dartmoor Local Plan on 24 September 2019 between 4.00 – 7.00pm in the village hall should anyone wish to attend.
5. Cllr F Peart mentioned ongoing problems with dog fouling. She also enquired which councillors attended Southern Link meetings and expressed an interest in joining.  
Cllr S Roche informed her that he was presently elected onto the group but would be happy for her to attend meetings in his place in future.
6. Cllr C Edmondson reported speeding in certain areas of the village and wondered if speed traps could be erected. The main times being around school ending and up to 6.00pm.  
The Chairman explained that the Police had performed this previously but only very few were caught.
7. The Chairman enquired when hedges could be legally cut back (September) and suggested arrangements were put in place for the Burial Ground hedge to be tended to.  
The stretch from the Bus Stop to Manor Garage was in good order at the moment.

### ***Agenda ITEMS from the Chairman***

8. Dartmoor National Park and BT have informed that some rural phone boxes will be removed – there is a discussion arranged but local views must be received by 11 September 2019.
9. Mr D Budd left two large tree stumps after felling the selected trees by Fillace stream. A member of the public enquired whether he could cut them up with a chainsaw and dispose of them.  
The Council **agreed**.

10. A house in Church Park has a tree touching it which is responsibility of the council. The council should contact Mr D Budd and ask him to inspect it and possibly trim or reduce it. To ask if he can take a look when he returns from holiday.

11. Bushes on the path entering Fillace Park from Walkhampton road have become overgrown and need cutting back.

Standing Orders were suspended while the Chairman allowed a second public session; for no more than 10 minutes.

Standing Orders restored.

**083:19/20 DATES OF FUTURE MEETINGS**

The date of the next meeting was confirmed as Tuesday 10th September 2019.

**084:19/20 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.

**085:19/20 TO DISCUSS HANDYMAN HOURS**

The hours were discussed. No changes were made.

The Chairman closed the meeting at 8.55pm

Signed: .....

Date: .....

Cllr E Hemsil, Chairman