

MINUTES OF A MEETING OF HORRABRIDGE PARISH COUNCIL HELD BY VIRTUAL MEANS, ONLINE; ON TUESDAY 12th JANUARY 2021 AT 7.30PM

(also available at www.horrabridge-pc.gov.uk/)

PRESENT: Cllrs E Hemsil (Chairman), A Moorhead, M Huda, S Roche, C Edmondson, F Peart, T Lear, Mike Glinn
Ms S Honey (Clerk), Mrs D Farrar, Mr, Cllr P Sanders (DCC), plus 4 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 Chairman opened the meeting at 7.33pm

177:20/21 APOLOGIES FOR ABSENCE

None

178:20/21 ABSENCE WITHOUT APOLOGIES

None

179:20/21 DECLARATIONS OF INTEREST

None

180:20/21 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 Chairman reported Mrs Dawn Farrar as wishing to join. After a short discussion the council **resolved to co-opt Mrs Dawn Farrar onto the parish council.**

Cllr D Farrar signed the Declaration of Acceptance in front of the camera and immediately joined the council. The Clerk will co-sign the Declaration on the next convenient day due to the covid virus.

181:20/21 CONFIRMATION OF MINUTES

The Minutes of the Tuesday 8th December 2020 parish meeting were **agreed** by the Council and will be signed by the Chairman at a later date.

182:20/21 CLERK'S REPORT

Handyman– The Clerk informed the council that 6 job application packs had been sent out and 1 received back to date.

The Chairman asked the Clerk who had decided the cut-off date for the newspaper advertisement. The Clerk explained the advert end date had been agreed by the Chairman and showed the email.

Gritting of Walkhampton Road – The Clerk informed the council that she had not heard back from DCC Cllr P Sanders regarding the request to Highways.

183:20/21 PLANNING COMMITTEE – APPLICATIONS/DECISIONS

Application

0004/21 Single storey side extension at Pengarth, Whitchurch Road, Horrabridge

Cllr S Roche said there would be a separate planning meeting for this application and suggested Tuesday 26th January 2021 and asked the Clerk to book the meeting.

Decisions

0593/20 Erection of new stable block including three loose boxes, tack room and feedstore off School Lane, Horrabridge

0597/20 Extension to dwelling 5 Greenwells, Sampford Gardens, Horrabridge

Cllr S Roche reported the Planning Committee as **Supporting** both applications.

DCC Cllr P Sanders joined the meeting

The Chairman asked the council to revert back to item 6 on the agenda and asked Cllr P Sanders if DCC would make an exception and grit Walkhampton Road to the school.

Cllr P Sanders replied that county wide they were trying to save money so were not willing to shift from their current position but people were being encouraged to become Snow Wardens and grit their roads where necessary.

Cllr T Lear had forwarded a letter to the Clerk from Horrabridge School's Headmaster asking if the road could be gritted; the Clerk was asked to forward the letter to Cllr P Sanders.

184:20/21 FINANCIAL MATTERS

I. Bank Reconciliation and Budget Monitor

The Bank Reconciliation (App A) and Budget Monitor (App C) dated 31st December 2020 was reviewed and **approved** by the Council.

The Chairman asked Cllr P Sanders if there was any funding available for village halls from DCC due to the reduced income from covid-19.

Cllr P Sanders said the topic had been discussed during a Superlink meeting and had anyone attended but Cllr F Peart replied that she had received no information on the subject.

Cllr P Sanders said he would forward information to the Clerk.

II. Consideration of approval of the following Payment List (App B) and Clerk's and Staff pay for December 2020

Name	Date	Description	Amount	
DALC	18/12/20	Course No 4 F Peart	18.00	
HMRC	31/12/20	PAYE Q3	468.24	
Came & Co	04/01/21	Insurance TRUCK	487.75	
Yelverton Garage	31/12/20	Fuel truck	62.09	
				1,036.08
Direct Debits				
Ms S Honey	16/12/20	Zoom monthly charge December	14.39	
South West Water	Nov	Allotments		
South West Water		V Hall		
South West Water		Cemetery		
Plusnet	Dec	Office phone and broadband	37.80	
British Gas	Dec	Elec - Weir Park	-34.87	
British Gas	Dec	Elec- Village hall	109.57	
British Gas	Dec	Gas - Village hall	119.12	
				231.62
TOTAL				£1,267.70

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

III. Renewal of Truck insurance for agreement £487.75

The council **resolved to agree** to renew the Truck insurance at £487.75

IV. To agree PAT testing quote for village hall of £180.00 plus VAT

Cllr A Moorhead explained that the PAT testing was done on a 5 yearly basis. The council **resolved to agree** the amount of £180.00 plus VAT.

V. Application for a parish council Grant from Citizens Advice

After a short discussion the council **resolved to agree** to award a grant of £100.00 to the Citizens Advice.

VI. Precept for 21/22 for discussion and agreement (App D)

A long discussion followed where Cllr C Edmondson (Chair of Open Spaces) explained that she was not pleased by the amount the Open Spaces had been reduced (to 1,500 from 4,000 previous year). She was about to explain why when Cllr S Roche suggested it was just a budget and if necessary, money could be moved from somewhere else if need be.

The Chairman said parishioners wanted the church clock repaired so a figure of £2,500 was necessary for this; he then proposed to increase the budget by 3% with the deficit coming from the Current Account not Reserves.

A vote was held whereby the **council refused the 3% increase by 5:4**

The Clerk asked if she could present a selection of figures to include a Band D calculation made using a WDBC online tool to aid a solution which was agreed. The following figures were presented;

Precept	Band D rate £	% increase	Deficit
39,400 (no increase)	55.85	0	6,275
40,582	57.53	3.41	5,093
40,188	56.97	2.4	Not shown
39,794	56.41	1.4	5,881

This drew more lively discussion with Cllr F Peart suggesting it could be reduced to a 2.4% increase and Cllr D Farrar suggesting 1.4%.

Another vote was then held and the council **resolved to agree a Precept figure of £39,794** by 7:1 with 1 Abstention.

185:20/21 OPEN SPACES REPORT

Cllr C Edmondson (Chair of OS) explained the close locality of 3 salt bins in Phoenix Close which could be moved to other areas for better use.

It was suggested that one could be moved to the junction of Copperfields and Pencreber Road.

Cllrs M Huda and C Edmondson offered to discuss and arrange movement of the bin.

186:20/21 PROGRESS REPORTS

None

187:20/21 FOOD BANK USE OF VILLAGE HALL AND END DATE FOR DISCUSSION AND AGREEMENT

A short discussion explained that the Food Bank had moved all stocks upstairs while a class had resumed within the hall. As the class had had to be cancelled due to a second lockdown the Clerk and Caretaker were concerned by the increased use of the stairs and movement of persons up and down where there is no air circulation and increased chance of infection through touching the stair handrail. Cllr A Moorhead asked if there was another building the food bank could use.

The council **resolved to agree** to ask the food bank to move stocks back downstairs and that the item stay on the agenda each month so the situation could be monitored and an update to the agreement made on a regular basis.

The council **resolved to agree** to a notice period of 28 days to vacate the building if necessary.

188:20/21 LONE WORKING POLICY FOR AGREEMENT

The Chairman opened the discussion by stating he had searched for another policy from the Health and Safety Executive and did not think the policy applied to the council.

The Clerk explained that she had prepared the policy from approved parish council lines and regulations and it very much related to the Clerk and Handyman and that holding such a policy was a mark of "good practice" in a council.

Cllrs F Peart and D Farrar felt the policy was relevant.

A vote was then held and the council **resolved to accept** the policy by 6:1 with 2 Abstentions.

189:20/21 RESERVES POLICY FOR AGREEMENT

The Chairman stated the item would be deferred again until the next meeting when a policy he had produced himself could be considered at the same time.

190:20/21 TO DISCUSS PROPOSAL OF ASH DIE BACK POLICY

Cllr M Glinn explained the merits of holding an Ash Die Back policy and the procedures required to action the monitoring of ash trees under the council's ownership.

He explained that he had gained much knowledge of the policy through membership of the South West Lakes Trust.

The Clerk asked if Cllr M Glinn would produce a relevant policy and forward to her for inclusion at a council meeting.

Cllr M Huda asked if he would be willing to take ownership and lead the project to which Cllr M Glinn replied he would indeed.

The council **resolved to agree** to Cllr M Glinn becoming Lead in the ash die back policy and its procedures.

191:20/21 TO AGREE PURCHASE OF SAND TO FILL SAND BAGS

Cllr M Huda reminded councillors that they would need to buy sand soon. A short discussion followed whereby the Clerk informed the council that she had asked WDBC but they replied that they did not supply sand anymore and suggested she enquire with SHDC however, she still awaited a reply from SHDC.

The Chairman declared that he was sure WDBC still had a department that would supply sand and said he would pursue the matter with them.

192:20/21 TO DISCUSS AND AGREE DELIVERY POSITION OF NEW SAFE (KERBSIDE IS FREE OR GROUND FLOOR £62.00 APPROX

The Clerk explained that when she had been instructed to order the safe she had discovered alternative delivery charges which the council might wish to know about rather than have the heavy object delivered kerbside for free. The charge would be £62.00.

Cllr S Roche said that he would be happy to take responsibility of the delivery and movement of the safe up into the office rather than pay an extra charge.

193:20/21 TO DISCUSS AND DECIDE FUTURE AND /OR REPAIR OF GRITTER

The Chairman explained that a repair would cost in the region of £1,000 and unfortunately, the council were not aware that operating the gritter required two persons when it was purchased.

A detailed discussion followed which noted that the council did not have a handyman at present and who would be the "second" person to operate if necessary.

Cllr M Huda explained that 3 bags of sand were required to be lifted to chest high in order to load the gritter and this required strength.

The Chairman then asked the council if they felt the operation of the gritter was sustainable and if not, what was the alternative?

Cllr M Huda suggested more grit boxes were purchased and Cllr D Farrar suggested the £1,000 saved on a repair could go toward new grit boxes.

The council **resolved to agree** that gritting with the truck was **NOT sustainable** and that the **repair would NOT** be made, furthermore; gritting of village roads would have to stop for the present.

194:20/21 BOROUGH AND COUNTY COUNCILLOR REPORTS

Cllr P Sanders had left the meeting so no report was made.

195:20/21 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA

1. Cllr M Huda asked the Chairman if he would be arranging the purchase of sand to which he replied he would.
2. Cllr S Roche informed the council that Mr C Benfield had issued flyers around the local area asking people to help grit the roads.
3. Cllr a Moorhead informed the council that there was damp in the village hall along the right hand side at the back as you entered the hall. It had possibly occurred because of the bad weather beating against the outer wall.
4. Cllr S Roche suggested the floor boards should be checked as well.
5. The Chairman asked if the request to alter the timing of the lights in Fillace Park had been addressed. Cllr A Moorhead replied that he had sorted the item.
6. The Chairman informed the council that he had received a letter of thanks for the amount of £100.00 from ladies dealing with the issue of food in the village.
7. Cllr T Lear wanted to put forward some items for inclusion on the website and facebook page relating to Flood warnings and the Moor Meadows Project but had no sound.
The Clerk asked her to email the requests to her so she could action them for her.

196:20/21 TO CONFIRM DATE OF THE NEXT PARISH MEETING FOR TUESDAY 9th FEBRUARY 2021

No alterations to the scheduled date were reported.

The Chairman closed the meeting at 21.40pm

Signed:

Date:

Cllr E Hemsil, Chairman