

Horrabridge Parish Council

To all members of the Parish Council

You are hereby summoned to attend a Meeting of Horrabridge Parish Council on

Tuesday 13th June 2023 at 7.30pm in the Village Hall for the purpose of transacting the business set out below.

Members of the public are welcome to attend.

C Ellis

Mrs Caroline Ellis, Clerk to the Council 8th June 2023

Open Session – Members of the public may speak regarding parish matters.

AGENDA

1. **Apologies for absence.**
2. **Absence without apologies.**
3. **Declarations of interest** – To receive disclosures of interests from Councillors on matters to be considered at the Meeting. The disclosure shall include the nature of the interest. If a member becomes aware, during the course of the Meeting, of an interest that has not been disclosed they must do so immediately.
4. **Confirmation of the minutes of the Parish Council meeting held on Tuesday 16th May 2023**
5. **Planning -
To consider the following application**
0230/23 Alteration to number of caravans from 9 residential, 18 holiday, 30 touring caravans and up to 16 chalets to 10 residential, 18 holiday, 30 touring and up to 16 chalets.

To note the following decisions of the Planning Authority

0109/23 Construction of a single storey timber workshop/storage shed at the end of the garden, with two front facing windows and front facing doors. St Petroc, North Road, Yelverton, PL20 6EE

Grant Conditionally

0085/22 Construction of up to five dwellings, land at Highlands, Horrabridge PL20 7TZ

Grant Conditionally

0101/23 Single storey rear extension to dwelling for improved dining room, The Shubbery, Bedford Road, Horrabridge PL20 7QH

Grant Conditionally

0125/23 Construction of local needs custom build dwelling, garage and associated landscape works, Rose Villa, Bedford Road, Horrabridge, PL20 7QW

Refusal of Planning Permission

23/0025 To carry out works to tree(s) in a conservation area. Rivercote, Chapel Lane, Horrabridge

No objection

0143/23 Erection of factory constructed timber frame annex chalet, The Manor, Plymouth Road, Horrabridge

Refusal of Planning application

- 6. Finance –**
- I. The Bank Reconciliation, Trial Balance and Budget Report dated 31st May 2023 for the consideration of the Council.
 - II. Consideration of approval of the previously circulated payments and approve Clerk's and staff pay.
- Strimmer –** To note, the approval for the emergency purchase of a new strimmer was approved by the Council by email as circulated by the Clerk, at a cost of £579.17
- 7. Open Spaces –** To elect a Chairman of Open Spaces and Committee Members
- 8. To consider and approve the following policies and terms of references.**
- Cemetery Rules and Regulations.
 - Tree Management Policy
 - Events Working Group - Terms of Reference
 - Delegation Scheme
 - Village Hall Maintenance and Refurbishment Working Group Terms of Reference
- 9. Davie House –** To receive an update from the Clerk.
- 10. PUWER Training (Provision and Use of Work Equipment Regulations 1998) –** To approve Cllr Moorhead and the Handyman to attend the course at an approximate cost of £25 per person.
- 11. Devon Communities Together (Village Hall Audit) –** To note the Clerk met with a representative from Devon Communities Together in December 2022 to conduct a Village Hall Audit. HPC were then entered automatically into a prize draw. The Clerk is pleased to confirm that HPC won 3rd prize of £200
- 12. Beating the Bounds –** to receive a report from Cllr Hemsil
- 13. Replacement Battery for mower –** to approve the purchase of a new battery for the mower at an approximate cost of £80 + VAT
- 14. Plusnet –** To consider moving to BT Connect at a cost of £23.95 per month for a digital line and broadband (currently paying £22.00 per month) as Plusnet will not be supporting business users after 5th September 2023 and all phonelines will be digital by 2025.
- 15. Waste Bin -** To consider purchasing two new waste bins from the following quotations received.
- Glasdon Jubilee Recycled Material 110L Bin £492.04
 Heavy Duty Outdoor Steel Litter Bin 112L £402.95
 Glass Fibre Composite Litter Bin 112L £549.95
- 16. Website –** To consider updating to WordPress as our website provider will not be offering Site Builder after the end of November 2023. Best Host quoted a price of £300 for the website and £150 for transferring the data. This would make the website assessable to all devices including phones and tablets.
- 17. 20's Plenty for us –** To consider supporting the 20's Plenty for Devon campaign. To request Devon County Council to implement 20mph in Horrabridge and to write to Devon County Council to request 20mph speed limits on streets throughout Devon where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit.
- 18. Summer Fair 2nd September 2023 –** To receive an update from Cllr Farrar
- 19. 2-Way Radios –** To approve the purchase of 6no 2-way radios as recommended by Cllr Edmondson. To be used when directing diverted traffic through the village.
- 20. Truck Repairs/Replacement –** To consider repairs to truck or the cost of replacement vehicle.
- 21. Village Hall Refurbishment –** To consider electing three Councillors as members of the Village Hall Maintenance and Refurbishment Working Group.

22. **Christmas Trees** – To receive a report from Cllr Farrar
23. **Pavilion** – To receive an update from Cllr Roche.
24. **Defibrillator** – To consider replacing the door to the Defibrillator.
25. **Progress Reports** – To receive updates from Councillors.
26. **Open Spaces Report** – To receive an update for the Chair of Open Spaces
27. **Borough and County Councillors report** –
28. **Councillors reports and items for future agenda** –
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
29. **Open Session** – Members of the public may speak regarding parish matters.

Part Two – Confidential items

The Committee is recommended to pass the following resolution:

‘Resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items which are CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council.’

30. **Staff Appraisals** – To receive a report from the Personnel Committee regarding the recent staff appraisals.