

Horrabridge Parish Council

To all members of the Parish Council

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

Tuesday 14th March 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 Parish Council 9th March 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 14th February 2023**
5. **Planning –**
To note the following decisions by the Planning Authority.
0483/22 Demolition and rebuild of garage with utility and first floor rear extension. 24 Youldon Way, Horrabridge PL20 7SN
Grant of Conditional Planning Permission

0274/22 Alteration to number of caravans from 9 residential, 18 holiday, 30 touring caravans and 16 chalets, to 18 residential, 36 holiday, 30 touring caravans and up to 16 chalets. Devon Oaks Holiday Park, Magpie, Bedford Bridge, Horrabridge
Refusal to Issue a Certificate of Lawful Use or Development
6. **Finance –**
 - I. The Bank Reconciliation (App A) and budget report dated 28th February 2023 for the consideration of the Council.
 - II. Consideration of approval of the payments and approve the Clerk's and staff pay.
7. **Repairs to Fillace Park Carpark** – To consider costs as per report from Cllr Moorhead.
8. **Fence Repair** – To consider and agree the estimated cost of £300 to repair/replace fence at the Burial Ground.
9. **Noticeboard** – To consider moving a noticeboard to the Cemetery.
10. **Snow Warden Scheme** – To consider the current situation regarding Snow Warden Scheme and the Council's responsibility towards the volunteers.
To consider approving and adopting the following Policy, Agreement and Risk Assessment.
 - Snow Warden Agreement
 - Risk Assessment
 - Snow Warden Policy
11. **ICCM** – Institute of Cemetery & Crematorium Management. To consider membership from 1st April 2023 at an annual cost of £95.00
12. **Coronation Event 7th May 2023** – To receive an update.
13. **Asset Register** – To consider and approve additions and disposals to the Asset Register for 2022/2023

14. **Policies** – To consider adopting the following updated policies.
 - Operation London Bridge
 - Financial Risk Assessment and Management Policy
 - Financial Regulations
 - Reserves (Financial) Policy
15. **Progress Reports** – To receive updates from Councillors.
16. **Open Spaces Report** – To receive an update for the Chair of Open Spaces
17. **Borough and County Councillors report** –
18. **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.
19. **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.’

20. **Staff Salaries** –To discuss staff salaries and updates from the Personnel Committee.