

**Minutes of a meeting of Horrabridge Parish Council held in the Village Hall
On Tuesday 13th February 2024 at 7.30pm**
(also available at www.horrabridge-pc.gov.uk)

Present: Cllr M Huda (Chairman), Cllr S Roche (Vice Chairman),
Cllr C Edmondson, Cllr D Farrar, Cllr Glinn, Cllr Mansfield, and
Cllr Blackmore

In Attendance: Cllr C West - WDBC
Caroline Ellis – Clerk
2 Members of the public

220:23/24 Apologies for Absence – Apologies tendered by Cllrs Moorhead, Lear, Hussey, Emptage and Hemsil were approved. Apologies from Cllrs P Sanders (DCC) and Cllr N Viney (WDBC) were noted.

221:23/24 Apologies without Absence - None

222:23/24 Declarations of Interest – None

223:23/24 Public Participation – A member of the public informed the Council that Horrabridge Twinning Group would be celebrating their 50th Anniversary this year. They are planning a four-day event 17th – 20th May. The Twinning Group would like support from the Council for this event and requested a meeting between the two groups. The Clerk would email the Twinning Group possible dates for the meeting. The Twinning Group would email the Clerk the planned itinerary.

224:23/24 Confirmation of the minutes of the Parish meeting held on Tuesday 9th January 2024 – On the proposition of Cllr Huda, seconded Cllr Blackmore, the Council **RESOLVED** to agree the minutes of the Tuesday 9th January 2024 Parish Council Meeting and was a true record and was signed by the Chairman.

225:23/24 Planning – The Clerk confirmed no planning applications or decisions were received from the Planning Authority. Residents were concerned regarding the works that had commenced on the field opposite Magpie Leisure Park. The Clerk had contacted the local Planning Officer and had received a response. The Planning Officer had attended the site and it was explained the works were associated with the Biodiversity Net Gain. Developers must deliver BNG of 10% for major sites. It makes sure habitats for wildlife are left in a better state than they were before the development. This could not be achieved at the development site, so they are 'off setting' on their land at Horrabridge. The field was being re-fenced, new trees planted, removed overhanging limbs and removed an existing unusable track and restoring it to its original state. There had been a small area levelled at the bottom of the field to create a car park for the contractors. The Planning Officer confirmed it was an ongoing situation and would keep Horrabridge Parish Council informed.

226:23/24 Finance –

- The bank reconciliation, Trial Balance, and Budget Report dated 31st January 2024 was reviewed and on the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to approve.
- Cllr Huda and Cllr Glinn declared an interest as they had submitted expenses claims. On proposition of Cllr Farrar, seconded Cllr Edmondson, the previously circulated payments and the Clerk and staff salaries, the Council **RESOLVED** to approve.
- Fleet Insurance – The Clerk had circulated three quotations for the renewal of the fleet insurance. The Council approved the quotation of £587.73 from Zurich Insurance.

- Beech Tree – quotations had been circulated for the removal of the beech tree in Weir Park. The Council agreed to accept the quotation from Tree Spec Professional Tree Care at the cost of £1200

- 227:23/24 Village Hall Week** – The Clerk reported she had received a positive response from the hall users to attend the event of 23rd March 2024. Posters had been circulated to advertise the event. The Clerk would like the Councillors to attend and to support hosting the event.
- 228:23/24 Defibrillator** – The Council agreed to deferred to next months meeting due to the absence of the Councillor who requested this item to be on the agenda.
- 229:23/24 Internal Auditor** – On the proposition of Cllr Huda, seconded Cllr Edmondson, the Council **RESOLVED** to approve appointing Penny Clapham to conduct the internal audit for the financial year ending 31st March 2024 at a cost of £75.00
- 230:23/24 Christmas Trees** – Cllr Glinn reported he could purchase 25 Christmas trees for £41. These could be planted in the Cemetery and when mature they would be used in Weir Park for local groups to decorate. On the proposition of Cllr Huda, seconded Cllr Roche the Council **RESOLVED** to agree the purchase and planting of the trees.
- 231:23/24 80th D-Day Anniversary** – Cllr Farrar would like the Council to consider purchasing a gas-fuelled beacon which would be lit at 9.15pm on the 6th June 2024 and there would be a tribute read by the Chairman of the Parish Council. Cllr Glinn suggested making a beacon and using wood for fuel. Cllr Farrar reported there would be an event on Saturday 8th June 2024 in Weir Park. She has organised a meeting, with volunteers, to be held on 19th February 2024.
- 232:23/24 Village Hall Refurbishment** – The Clerk reported paint had been purchased and work had started in the toilets. Some of the window frames were in a poor condition and would need to be inspected by a builder. The Clerk was in the process of obtaining a quotation for the kitchen to be replaced.
- 233:23/24 Community Library** - The Clerk reported there was a Community Library grant offered by DCC for books, lighting, shelving etc. The value of the grant is between £100 - £300. The Council would consider possible locations but felt the grant was too small to cover the costs.
- 234:23/24 Traffic Management** - The Clerk reported after discussions with the local Highways Officer, HPC were not allowed to direct traffic in the village if there was an incident on the A386. She had been speaking to the local police on a way forward as they agree it was necessary, to keep the traffic flowing. They are considering the legal issues involved and possible training and a traffic management plan. The Clerk will update the Council in due course.
- 235:23/24 Policies** – On the proposition of Cllr Huda, seconded Cllr Farrar the Council **RESOLVED** to adopt the following policies.
- Subject Access Request Policy
 - Freedom of Information Policy
 - Business Continuity Policy
- 236:23/24 Mayoral Awards** – On the proposition of Cllr Huda, seconded Cllr Edmondson, the Council **RESOLVED** to nominate the noted persons. The Clerk would submit the nomination to West Devon Borough Council.
- 237:23/24 Beech Tree** – Cllr Glinn report was included in the Open Spaces Report

238:23/24 Tree Inspection - Cllr Glinn report was included in the Open Spaces Report

239:23/24 Open Spaces Report – The Environment Agency contacted HPC and reported a large crack in a beech tree in Weir Park. The tree was inspected by a tree surgeon as it was recommended it was removed. Three estimates were obtained and circulated to the Councillors. The Council agreed the quotations from Treespec at a cost of £1200. A report was sent to DNPA Tree Officer, and an emergency order was issued to remove this tree, which is in a Conservation Area. The tree would be removed on 19th February and the park would be closed to the public during the works. Two oak trees would be planted in Fillace Park, and two alder trees in Weir Park, to compensate for the removal of the beech tree. Cllr Glinn would compile a list of trees requiring an inspection and would obtain a quotation for the inspection.

240:23/24 Borough and County Councillor Reports – Cllr West reported there had been a meeting with South West Water and the Environment Agency regarding sewage issues. He was disappointed with the value of the grant funding for Community Libraries. Cllr West suggested we may not be eligible for the grant as we are on a regular bus route to Tavistock, where there is a library. WDBC had published a working document on their Council Plan 2024 – 2028. The Clerk had circulated the document to the Cllrs.

241:23/24 Councillor reports and items for future agenda – Cllr Blackmore asked if the Bridge Magazine had re-started as a meeting had taken place on 21st November 2023. Cllr Edmondson reported the magazine had not re-started, and it said it was unlikely to happen. Cllr Glinn had attended a local meeting with the police and local issues were discussed. The Tavistock Police Station was due to be re-opened in June 2024. Cllr Glinn was concerned regarding the intended road diversion and will speak to SWW and highways. Cllr Edmondson reported the playground inspection was due in March and would like to accompany the inspector. The Clerk will confirm the date.

242:23/24 Public Participation - A member of the public directed a question to Cllr West regarding social housing. He was concerned a social housing property was on the market and should be used to house a local family. Cllr West explained that some properties do not meet with the legislative minimum standard.

The next meeting 13th March 2024

It was **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 item as it involves the likely disclosure of sensitive and confidential information.

243:23/24 Fire Risk Assessment – The Clerk reported she had received some quotations for the work needed but waiting for two more and would report to the Council at the next meeting.

The meeting closed at 9.10pm

Councillor M Huda
Chairman

DATED: