

MINUTES OF THE ANNUAL MEETING OF HORRABRIDGE PARISH COUNCIL HELD ON TUESDAY 14th May 2024 7.30pm AT HORRABRIDGE VILLAGE HALL

PRESENT: Cllrs Huda (Outgoing Chairman), S Roche (Outgoing Vice Chair), A Moorhead, M Hussey, D Farrar, J Blackmore, A Mansfield, T Lear.

Mrs C Ellis (Clerk), 2 members of the public

The Outgoing Chairman opened the meeting at 7.30pm

001:24/25 ELECTION OF CHAIRMAN FOR 2024/2025

Nominations for the post of Chair were invited. On the proposition of Cllr Farrar, seconded Cllr Blackmore the Council **RESOLVED** to elect Cllr Huda as the Chairman for 2024/2025

Cllr M Huda accepted the post of Chairman and signed the Declaration of Acceptance of Office.

002:24/25 ELECTION OF VICE-CHAIRMAN FOR 2024/2025

Nominations were invited for the post of Vice-Chair. On the proposition of Cllr Huda, seconded Cllr Hussey the Council **RESOLVED** to elect Cllr Roche as Vice-Chairman for 2024/2025

003:24/25 CO-OPTION – No applications had been received.

004:24/25 APOLOGIES FOR ABSENCE - Apologies were tendered by Cllr Hemsil (ill health), was approved by the Council.

005:24/25 ABSENCE WITHOUT APOLOGIES – None.

006:24/25 DECLARATIONS OF INTEREST – None.

007:24/25 ELECTION OF CHAIR OF PLANNING COMMITTEE FOR 2024/2025

Nominations for the post were invited. Cllr Roche offered to continue in the role. On the proposition of Cllr Huda, seconded Cllr Glinn the Council **RESOLVED** to elect Cllr Roche. Other members of the Committee would be Cllr Glinn and Cllr Moorhead.

ELECTION OF CHAIR OF FINANCE COMMITTEE FOR 2024/2025

Nominations for the post of Chair were invited. Cllr E Hemsil had contacted the Clerk and offered to continue in the role. On the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to elect Cllr Hemsil. Other members of the Committee would be Cllr Roche and Cllr Huda.

ELECTION OF CHAIR OF PERSONNEL/STAFFING COMMITTEE FOR 2024/2025

Nominations for the post were invited. Cllr Blackmore offered to be nominated for the role. On the proposition of Cllr Glinn, seconded Cllr Huda, the Council **RESOLVED** to elect Cllr Blackmore. Other members of the Committee would be Cllr Farrar and Cllr Roche.

ELECTION OF CHAIR OF OPEN SPACES FOR 2024/2025

Nominations for the post were invited. Cllr Glinn offered to continue in the role, On the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to elect Cllr Glinn. Other members of the Committee would be Cllr Blackmore and Cllr Hussey.

008:24/25 REPRESENTATION ON EXTERNAL BODIES

Nominations were invited to represent the Council on the following external bodies;

Twinning Group: On the proposition of Cllr Huda, seconded Cllr Roche the Council **RESOLVED** to elect Cllr Moorhead as representative.

Youth Club: On the proposition of Cllr Huda, seconded Cllr Blackmore, the Council **RESOLVED** to elect Cllr Farrar as representative.

Community Hall: On the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to elect Cllr Moorhead as representative.

009:24/25 PUBLIC PARTICIPATION – A member of the public was disappointed HPC were not more involved in the 50th Twinning event to be held May 2024. The Clerk explained a donation had been made to the Twinning Group for £250 toward the cost of hiring a coach. The Twinning Group itinerary was full for the weekend. The Council would be considering an event on the Monday (item 020:24:25) The grass verges at Youldon Way and Chapel Lane were reported to be overgrown. The Council were asked if they were responsible. The Clerk had spoken to the Local Highways Officer regarding Youldon Way, and it was reported to have been cut but the part nearest the house was not their responsibility. Cllr Glinn would investigate the verge in Chapel Lane.

010:24/25 CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 9th April 2024

On the proposition of Cllr Huda, seconded Cllr Glinn, four abstentions, the Council **RESOLVED** to approve the minutes of the meeting held on 11th April 2023

011:24/25 PLANNING – no applications to consider.

The Council noted following decision of the Planning Authority.

0103/24 Use of land as domestic garden, land between nos 4 and 10 Pencreber Road, Horrbridge, P20 7SF

Grant of Conditional Planning Permission

Field Opposite Devon Oaks - The Clerk had spoken to the Planning Officer and they have contacted the site agent and requested they carry out remedial works to cover the hard standing and reprofile the land. The old track up the slope had been removed.

012:24/25 FINANCE

- The bank reconciliation dated 30th April 2024, Budget Report and Trial Balance, was reviewed and on the proposition of Cllr Huda, seconded Cllr Farrar the Council **RESOLVED** to approve.
- On proposition of Cllr Huda, seconded Cllr Blackmore, the previously circulated payments and the Clerk and staff salaries, the Council **RESOLVED** to approve.

013:24/25 INTERNAL AUDITOR'S ANNUAL REPORT FOR 2023/2024 ACCOUNTS

The Clerk reported there were no issues with the internal audit report which confirmed the Council had met its responsibilities during the year. On the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to approve the Internal Auditor's Annual Report for 2023/2024 Accounts.

014:24/25 ANNUAL GOVERNANCE STATEMENT FOR 2023/2024

On the proposition of Cllr Roche, seconded Cllr Huda, the Council **RESOLVED** to approve the Annual Governance Statement for 2023/2024 Accounts. The Chairman and Clerk duly signed the Annual Governance Statement.

015:24/25 ACCOUNTING STATEMENTS 2023/2024

On the proposition of Cllr Huda, seconded Cllr Roche, the Council **RESOLVED** to approve the Accounting Statement for 2023/2024 accounts. The Chairman and Clerk duly signed the Accounting Statement.

016:24/25 VILLAGE HALL – The Clerk reported the painting and repairs was ongoing. The hinges and intumescent strips had been replaced where necessary. The Clerk was still waiting for fire alarm upgrade quotations.

017:24/25 LEGIONELLA REPORTS - The Clerk reported there had been recent inspections at both the Pavilion and the village Hall. The showers in the Pavilion had been condemned as unsafe. The Boiler had been turned off as it was on constantly which was causing the large utility bills. Signage had been placed in the Pavilion explaining the showers were not to be used. The Clerk was awaiting the report for the Village Hall and would report the findings at the next meeting.

018:24/25 CHRISTMAS TREE, WEIR PARK – Cllr Farrar had obtained quotations for lights £32.99 for 10m. 10m would be required. It was suggested the lights were removed and tested as they could be repaired. The Council would obtain quotations for the hire of a cherry picker and the lights for next months meeting.

19:24/25 D-Day 80th ANNIVERSARY – Cllr Farrar reported the event was on 8th June 2024 from 1pm. They have a committee of 10-12 people making joint decisions. They have a local members choir, a singer and the school handbell ringers. There were currently 29 different stalls and activities. The local groups include WI, St Johns Church, the Masketeers, Youth Club, Badminton, Splash of Colour, Repair Café, Twinning, LYN and the school PTA. Advertisements have been placed on social media and posters would be displayed around the village. Cllr Farrar would liaise with the Clerk regarding insurance and health and safety matters. There was one more meeting planned before the event.

20:24/25 HORRABRIDGE TWINNING GROUP – Cllr Moorhead reported he felt that HPC has let the Twinning Group down in not organising an event sooner. It was reported the item had been on previous agendas but deferred as Councillors who wanted to be involved were absent. The Twinning itinerary did not allow the Council to hold an event over the weekend. The only time an event could be held was on Monday 20th May. The Council **RESOLVED** not to hold an event as most of the Cllrs would be at work on the Monday. The Cllrs were reminded that a donation of £250 was agreed and paid towards the cost of coach hire. On the proposition of Cllr Huda, seconded by Cllr Moorhead the Council **RESOLVED** to agree to offer the village hire free of charge on 19th May 2024.

021:24/25 KING CHARGLES III – The Council noted the Clerk had applied and received a free portrait of King Charles III

022:24/25 OPEN SPACES REPORT – Cllr Glinn reported all the grass areas had their first cut, which owing to the prolonged wet weather made it hard work for the mower. Our trees had come into leaf and were looking good. He had reported the pothole on the bridge several times. He had spoken to DCC Highways Officer and Cllr Sanders, but it appears the hole does not meet the DCC criteria. The patching work on Walkhampton Road were in a proposed program. Waiting for a date for a meeting with Sgt Ottley regarding the traffic management. The truck had an issue with the lights but has been repaired.

023:24/25 PROGRESS REPORTS – Cllr Farrar reported South West Water had accepted responsibility for the drainage in Chichester Court and the repair work had commenced. Cllr Glinn reported repairs to the play equipment was ongoing. The new tile to the shelter roof would be done shortly and the timber would be treated.

024:24/25 BOROUGH AND COUNTY COUNCILLOR REPORTS - None

025:24/25 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA –

Cllr Roche would like to add to the next agenda for the Council to re-consider the minute item 178:23/24 (12th December 2024) to resolve to approve the underwriting the pavilion project £45,000 – not subject to the VAT being zero.

Cllr Lear reported rhododendron bushes had been planted by the road at Sortridge Manor. She was concerned they would grow large and overhang the road.

CONFIRMED DATE OF NEXT MEETING SCHEDULED FOR TUESDAY 11TH JUNE 2024

The meeting closed at 8.55pm

Signed:

Date:

Cllr M Huda, Chairman