

MINUTES OF THE ANNUAL MEETING OF HORRABRIDGE PARISH COUNCIL HELD ON TUESDAY 16th May 2023 7.30pm AT HORRABRIDGE VILLAGE HALL

PRESENT: Cllrs Huda (Outgoing Chairman), S Roche (Outgoing Vice Chair), A Moorhead, E Hemsil, C Edmondson, D Farrar, E Emptage, A Mansfield.

Mrs C Ellis (Clerk), 3 members of the public

The Outgoing Chairman opened the meeting at 7.30pm

001:23/24 ELECTION OF CHAIRMAN FOR 2023/2024

Nominations for the post of Chair were invited. On the proposition of Cllr Edmondson, seconded Cllr Farrar the Council **RESOLVED** to elect Cllr Huda as Chairman for 2023/2024

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

002:23/24 CONSIDERATION OF CO-OPTION – On the proposition of Cllr Huda, seconded Cllr Farrar, it was **RESOLVED** to co-opt Tracy Lear to the Council. The Chairman welcomed her to the Council.

003:23/24 ELECTION OF VICE-CHAIRMAN FOR 2023/2024

Nominations were invited for the post of Vice-Chair. On the proposition of Cllr Huda, seconded Cllr Hemsil the Council **RESOLVED** to elect Cllr Roche as Vice-Chairman for 2023/2024

Cllr S Roche accepted the post of Vice-Chairman and signed the Declaration of Acceptance of Office.

004:23/24 APOLOGIES FOR ABSENCE - Apologies were tendered by Cllr Glinn, who was on holiday, and Cllr Hussey, due to work commitments, was approved by the Council. The Council **RESOLVED** to agree to accept Cllr Hussey to sign the Declaration of Acceptance of Office at the earliest available time. Cllr Glinn had signed the Declaration of Acceptance of Office before his holiday.

005:23/24 DECLARATIONS OF INTEREST

None.

006:23/24 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 Edmondson the Council **RESOLVED** to elect Cllr Moorhead as representative.

Youth Club: On the proposition of Cllr Huda, seconded Cllr Edmondson, 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.

007:23/24 ELECTION OF CHAIR OF FINANCE COMMITTEE FOR 2023/2024

Nominations for the post of Chair were invited.

Cllr E Hemsil offered to continue in the role. On the proposition of Cllr Huda, seconded Cllr Roche, the Council **RESOLVED** to elect Cllr Hemsil. Other members of the Committee would be Cllr Roche and Cllr Huda.

ELECTION OF CHAIR OF PLANNING COMMITTEE FOR 2023/2024

Cllr Roche offered to continue in the role. On the proposition of Cllr Huda, seconded Cllr Farrar the Council **RESOLVED** to elect Cllr Roche. Other members of the Committee would be Cllr Farrar and Cllr Moorhead.

ELECTION OF CHAIR OF OPEN SPACES FOR 2023/2024

Cllr Glinn had offered to continue in the role, also Cllr Edmondson wished to be nominated. On the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** defer this item to the next meeting, due to the absence of Cllr Glinn.

ELECTION OF CHAIR OF PERSONNEL/STAFFING COMMITTEE FOR 2023/2024

Cllr Roche offered to be nominated for the role. On the proposition of Cllr Huda, seconded Cllr Edmondson, the Council **RESOLVED** to elect Cllr Roche. Other members of the Committee would be Cllr Edmondson and Cllr Hemsil.

008:23/24 TERMS OF REFERENCE

The Council reviewed the Terms of Reference for Personnel/Staffing Committee, Open Spaces Committee, Finance and Planning Committee. On the proposition of Cllr Huda, seconded Cllr Hemsil the Council **RESOLVED** to agree and adopt.

009:23/24 REVIEW OF STANDING ORDERS

On the proposition of Cllr Hemsil seconded Cllr Huda, the Council **RESOLVED** to adopt the amended Standing orders.

010:23/24 CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 11TH April 2023

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

011:23/24 FINANCE

The bank reconciliation dated 30th April 2023, Payments, and Trial Balance, Clerk's and staff salary payments was reviewed and on the proposition of Cllr Huda, seconded Cllr Mansfield the Council **RESOLVED** to approve.

012:23/24 INTERNAL AUDITOR'S ANNUAL REPORT FOR 2022/2023 ACCOUNTS

On the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to approve the Internal Auditor's Annual Report for 2022/2023 Accounts.

013:23/24 ANNUAL GOVERNANCE STATEMENT for 2022/2023

On the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to approve the Annual Governance Statement for 2022/2023 Accounts. The Chairman and Clerk duly signed the Annual Governance Statement.

014:23/24 ACCOUNTING STATEMENTS 2022/2023

On the proposition of Cllr Huda, seconded Cllr Hemsil, the Council **RESOLVED** to approve the Accounting Statement for 2022/2023 accounts. The Chairman and

Clerk duly signed the Accounting Statement.

015:23/24 PLANNING APPLICATIONS

The Council noted the following decisions of the Planning Committee Meeting held on 12th April 2023

0143/23 Erection of factory constructed timber frame annex chalet, The Manor, Plymouth Road, Horrabridge PL20 6ED

The Planning Committee **RESOLVED** to support the application.

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

The Planning Committee **RESOLVED** to object the application.

016:23/24 GENERAL POWER OF COMPETENCE

On the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to Adopt the General Power of Competence as defined in the Localism Act 2011 and SI 965. Horrabridge Parish Council meet the criteria and the Clerk is qualified in the Certificate in Local Council Administration.

017:23/24 BOROUGH AND COUNTY COUNCILLOR REPORTS

None

018:23/24 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA

Cllr Hemsil asked the Council if the village hall microphones worked. Three were purchased and only one is left. Cllr Moorhead would investigate and report to the Council.

Cllr Roche reported the Council had received a planning application from WDBC regarding tree works at Rivercote, Chapel Lane. Application number 1496/23/TEX The tree works were for noting and no comments were requested, but he would submit a comment if the Council felt it necessary. The Council agreed application was for essential tree works due to interfering with BT line and power line and no response was needed. The deadline for the Pavilion tender was next Thursday.

The defibrillator door needed replacing. Cllr Roche would source a new door.

Cllr Farrar reported the Coronation event in Weir Park was a success and was well attended. The committee would meet soon to discuss a summer fair on 2nd September 2023. Cllr Farrar asked if an agenda item could be added to next meeting regarding Christmas Trees. This was duly noted. It was suggested the next HRFT meeting would be after HPC meeting. This was agreed. The next HRFT meeting would be on 11th July 2023

Cllr Edmondson requested the Council discussed the purchase of 2 way radios to help with operating detours in the village when there is an accident on the A386. The cost of 6 motorola radios would cost in the region of £311.99. The Council and volunteers were thanked by Tavistock Bowling Club for directing traffic during the last incident.

CONFIRMED DATE OF NEXT MEETING SCHEDULED FOR TUESDAY 13TH JUNE 2023

The meeting closed at 8.15pm

Signed:

Date:

Cllr M Huda, Chairman