

**Minutes of a meeting of Horrabridge Parish Council held in the Village Hall  
On Tuesday 11<sup>th</sup> June 2024 at 7.30pm**  
(also available at [www.horrabridge-pc.gov.uk](http://www.horrabridge-pc.gov.uk))

**Present:** Cllr M Huda (Chairman), Cllr S Roche (Vice Chairman), Cllr E Hemsil, Cllr T Lear, Cllr D Farrar, Cllr A Moorhead, Cllr M Glinn, Cllr A Mansfield,

**In Attendance:** Caroline Ellis – Clerk  
One member of the public

**026:24/25 Apologies for Absence** – Apologies tendered by Cllr Blackmore (personal reasons), Cllr Farrar (health) and Cllr West (WDBC) were accepted by the Council.

**027:24/25 Apologies without Absence** – Cllr Hussey was absent.

**028:24/25 Declarations of Interest** – None

**029:24/25 Public Participation** – The Council were thanked for their donation towards the recent Twinning event. It was reported to be a great success and enjoyed by the French visitors. There was an invitation to attend the 80<sup>th</sup> D-Day Anniversary event in Tilley-sur-Seulles. The Chairman of the Twinning Group and his wife attended. It was hosted by the Commonwealth War Graves Commission and the Mayor read a speech and asked the Chairman to translate into English. There were two newspaper reports printed mentioning Horrabridge and the Twinning Group.

**030:24/25 Confirmation of the minutes of the Annual Parish Council meeting held on Tuesday 14<sup>th</sup> May 2024** – The Council **RESOLVED** to agree, one abstention, the minutes of the Tuesday 14<sup>th</sup> May 2024 Annual Parish Council Meeting and was a true record and was signed by the Chairman.

Cllr Lear arrived

**031:24/25 Planning** –  
**0216/24** – Resumption of approved repairs and reinstatement of existing building for existing use, incorporating bat mitigation measures at Magpie Mill, Horrabridge PL20 7SD  
On the proposition of Cllr Moorhead, seconded Cllr Cllr Huda, the Council **RESOLVED** to submit no comment to the application.

**24/0030** – application to carry out works to trees(s) protected by a Tree Preservation Order. G1: two lawsons cypress: to raise crown to achieve a clearance of 5.5m above ground level at 36 Devon Oaks, Horrabridge PL20 7RY  
On the proposition of Cllr Huda, seconded Cllr Moorhead the Council **RESOLVED** to support the application.

**The following decision of the Planning Authority was noted.**

**0488/23** Construction of two dwellings at land at Highlands, Horrabridge PL20 7TZ  
**Refusal**

**032:24/25 Finance** –  
• The bank reconciliation, Trial Balance, and Budget Report dated 31st May 2024 was reviewed and on the proposition of Cllr Huda, seconded Cllr Mansfield the Council **RESOLVED** to approve.

- Payments, Clerk's and staff salaries, was reviewed and on the proposition of Cllr Hemsil, seconded Cllr Moorhead, the Council **RESOLVED** to approve.
- On the proposition of Cllr Huda, seconded Cllr Glinn, the Council **RESOLVED** to approve financing the Clerk to become a member of SLCC at a cost of £183 plus £12 joining fee.

- 033:24/25** **Debit Card** – On the proposition of Cllr Glinn, seconded Cllr Lear the Council **RESOLVED** approved the Clerk applying for a Debit Card as the Good Councillor's Guide 2024 states it is bad practice for goods to be purchased by Cllrs as the VAT cannot be reclaimed. Only on goods purchased by the RFO/Clerk or the Council, can the VAT be reclaimed.
- 034:24/25** **HRFT** – On the proposition of Cllr Huda, seconded Cllr Moorhead, the Council **RESOLVED** to jointly apply with HRFT to the Football Foundation for a match fund grant to demolish Fillace Park Pavilion and replace with a new Changing Rooms and Village Community room.
- 035:24/25** **HRFT** – On the proposition of Cllr Roche, seconded Cllr Hemsil, one objection, the Council **RESOLVED** to approve underwriting the Pavilion Project for the sum of £45,000, to ensure the full £250,000 of Football Foundation match funding. The Chairman, Cllr Huda, asked for his objection to be noted in the minutes as he was concerned HPC finances would be compromised. The Clerk reminded the Council it was recommended in the NALC 'Accountability and Governance Practitioners' Guide' to hold between 3 and 12 months expenditure as a General Reserve.
- 036:24/25** **Polices** – On the proposition of Cllr Huda, seconded Cllr Moorhead, with agreed amendments, **RESOLVED** to adopt the following polices.
- Tree Policy
  - Equal Opportunities
  - Absence Management
- 037:24/25** **Terms of Reference** – On the proposition of Cllr Huda, seconded Cllr Glinn, the Council **RESOLVED** to adopt the following Terms of Reference.
- Finance
  - Planning
  - Open Spaces
  - Personnel
- 038:24/25** **Legionella Risk Assessment** – The Clerk reported minor works were needed. On the proposition of Cllr Moorhead, seconded Cllr Huda, the Council **RESOLVED** to accept the quotation of £210 + VAT to complete the works.
- 039:24/25** **Councillor Attendance Record** – The Council noted the previously circulation Cllr Attendance record for 2023/2024
- 040:24/25** **80<sup>th</sup> D-Day Anniversary** – Cllr Huda reported the event was very well attended and he wanted to thank the volunteers and Cllrs for their support. Also, a special thank you to the Handyman who worked tirelessly throughout the day. It was noted a barbecue had been donated to HPC to be used for any future events.
- 041:24/25** **Christmas Tree & Lights** - It was reported the hire of a cherry picker would be £231 for one week, plus £100 each way, plus insurance of about £500. It was **RESOLVED** to defer the item to next month's meeting.
- 042:24/25** **Traffic Management Plan** - Cllr Glinn reported both the Clerk and himself had attended a meeting with Devon and Cornwall Police at Tavistock police station on

30<sup>th</sup> May 2024. The main issues were insurance, training, traffic management plan and risk assessments. Volunteers would have to be trained, vetted and given temporary powers. This could be done if the volunteers attend and passed the Accredited Police Volunteer Scheme. The Clerk had spoken to the insurance broker, and it was confirmed the insurance company would cover the activity at no extra cost. The Clerk would contact Devon and Cornwall Police to inform them and to arrange the training.

**043:24/25 Open Spaces Report** - Cllr Glin reported the pot-hole by the bridge had been patched but rubbish from the hole was strewn over the road and was swept up by HPC. The poor state of the Walkhampton Road from the school to the cattle grid had been reported and would be monitored. Trees are all in leaf and looking good. Minor issue with ash dieback in Fillace Park but only small trees and low risk. The maple in the Burial ground shows no sign of recovery but could be left as standing dead wood. Good for insects and birds. He wanted to thank the Handyman for his hard work ensuring Weir Park was looking its best at the D-Day event. Thank you to those who helped to tidy after the event. It must be noted it was lovely to see the park full of people enjoying our beautiful asset.

**044:24/25 Progress Reports** – None

**045:24/25 Borough and County Councillor Reports** – None.

**046:24/25 Councillor reports and items for future agenda** – Cllr Huda would like to purchase ‘20’s Plenty’ signs for the village. The Clerk would investigate the prices. Possible locations would be considered. Vehicles had been parking in Weir Park. It was suggested inserting a gate or bollards. New ‘No Dog’ signs were needed for Weir Park. Cllr Lear reported there was some loose tarmac in Fillace Park due to moss.

**047:24/25 Public Participation** - None

Next meeting 9<sup>th</sup> July 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**

**048:24/25 Fire Risk Assessment** – The Clerk reported she had received several quotations for the work required. The costs ranged from £1652 to £4117 One company quoted £400 + VAT just to conduct the survey. The Clerk was pleased to report a company had offered to do the work for free as they considered the hall as a community asset.

**049:24/25 Enforcement** - The Clerk informed the council of recent enforcement notices.

The meeting closed at 9.15pm

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**Councillor M Huda**  
**Chairman**

**DATED:**