

Horrabridge Parish Council

To all members of the Parish Council

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

Tuesday 10th September 2024 at 7.30pm in the Village Hall for the purpose of transacting the business set out below.

Members of the public and press are welcome to attend.

C Ellis

Mrs Caroline Ellis, Clerk to the Council 29th August 2024

AGENDA

A fire alarm is not planned. In the event that the alarm sounds, please make your way out of the building via the nearest exit.

No decision can be taken on items not detailed on the published agenda.

1. **Apologies for absences.**
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. **Public Participation** – To receive questions or comments from members of the public regarding parish matters. (Please note that decisions cannot be made on items not detailed on the agenda.
5. **Confirmation of the minutes of the Council meeting held on Tuesday 9th July 2024 and the Planning Committee Meeting on 28th August 2024**
6. **Resignation** – To note the Chairman and Clerk received the resignation of Cllr Farrar on 24th July 2024.
7. **Personnel Committee** – To appoint a new member of the Personnel Committee due to the resignation of Cllr Farrar.
8. **Planning** – To note the following decisions of the Planning Committee held on 28th August 2024

0343/24 Demolition and rebuilding of detached dwelling at 24 Youldon Way, Horrabridge, PL20 7SN
The Planning Committee **RESOLVED** to support the application.

0338/24 Rear ground floor extension with first floor terrace, new door to side elevation and internal alterations at Dolphin Cottage, North Road, Yelverton PL20 6EE
The Planning Committee **RESOLVED** to support the application.

24/0047 Tree works. T1 and T2 x 2 sycamore – reduce lateral growth standing at 2m from ground level of southern canopy only by 2m back to previous pruning points leaving branches standing at 2m, aiming to give 2m clearance from building.
The Planning Committee **RESOLVED** to support the application.

To note the following decisions of the Planning Authority

24/0036 – Tree works (conservation area) – Clouteron Farm, Jordan Lane, Horrabridge PL20 7QF

Tree works approved

0216/24 – Repairs and reinstatement of existing building for existing use, incorporating bat mitigation measures, Magpie Mill, Horrabridge PL20 7SD

Refused

To note Tree Exemption Application

1496/23/TEX T1, T2, T3: Sycamore – pollard trees in garden, the trees have become unkempt and are now interfering with The BT line and power line.

To Note Revocation Order

Tree Preservation Order cited at TPO reference number 97, Land at Old Railway Station Area, Horrabridge, made on 11.08.1987 was hereby revoked.

9. Finance –

- I. The Bank Reconciliation, Trial Balance and Budget Report dated 31st July and 31st August 2024 for the consideration of the Council.
- II. Consideration of approval of the August 2024 and September 2024 payments and approve Clerk's and staff pay for August 2024 and September 2024.

10. Wild About Devon Community Wildlife Fund – To note the Clerk applied for a grant towards purchasing hedgehog houses, bat and bird boxes and was pleased to announce was awarded £150. To agree the purchase and the locations to site them.

11. External Audit Report and Certificate –

- To note the return of the External Audit Report and Certificate.
- To note Notice of Conclusion of Audit was published 15.08.2024 for 14 days.

12. Grant Application – To consider the grant application from Horrabridge Sewing Maskateers for £250.00

13. Insurance –

To approve renewing the insurance with James Hallam Insurance, second year of a three year contract.

Insurance Declaration – Requested by the Insurance Company –

To confirm the current Councillors have not been

- Been the subject of a County Court Judgement, an Individual Arrangement, a Company Voluntary Arrangement or a Sheriff Court Decree
- Been convicted of or charged with (but not yet tried for) or been an Official Police Caution in respect of any criminal offence (other than a motoring offence) which is not spent under the Rehabilitation of Offenders Act.
- Been declared bankrupt or insolvent or have been or currently the subject of any bankruptcy or insolvency proceedings.
- Been disqualified from being a company director.
- been subject to an investigation by HM Revenue and Customs, which resulted in a prosecution.
- Are aware of any incidents that may give rise to a claim but have not yet been notified to insurers.

14. DALC AGM – To agree the Clerk attending the DALC AGM on 2nd October 2024 at a cost of £50 + VAT

15. **Future of Neighbourhood Plans** – To agree the Clerk attending the SLCC webinar on the Future of Neighbourhood Plans at a cost of £32.68 + VAT
16. **Policies** – To consider approving and adopting the following updated policies.
 - Dealing with Habitual and/or Vexatious Complaints
 - Probationary Policy
 - Reserves (Financial) Policy
 - Bullying & Harassment Policy & Procedure
 - Environmental Policy
 - Complaints Policy & Procedure
 - Dignity at Work Policy
17. **Truck** – To receive an update from Cllr Glinn and to consider quotations for work needed.
18. **Speed Limited in Dartmoor Towns and Villages** – To consider joining with Mortonhampstead Parish Council to raise the issue with DNPA and to seek their support to lobby DCC for a 20mph speed limits for towns and villages on Dartmoor within the national park.
19. **Christmas Tree Lights** – To consider and approve quotations for replacing the Christmas Tree lights in Weir Park.
20. **Play Park Inspection** – To receive a report from Cllr Blackmore.
21. **Road Traffic Management** – To receive a report from the Clerk and Cllr Glinn.
22. **20s Plenty Signs** – To consider and approve quotations.
23. **Change of Registrar for gov.uk domains** - To note BestHost have partnered with OpenStrike and transferred the gov.uk domain to OpenStrike at an annual cost of £30.00 per year.
24. **Cemetery Records** – To receive a report from the Clerk.
25. **Open Spaces Report** – To receive an update for the Chair of Open Spaces.
26. **Progress Reports** – To receive updates from Councillors.
27. **Borough and County Councillors report** – If present
28. **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.
29. **Public Participation** – To receive questions or comments from members of the public regarding parish matters. (Please note that decisions cannot be made on items not detailed on the agenda.

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.’

30. **Replacement Kitchen Quotation** – To consider the revised quotation from Howdens.
31. **Employee Appraisals** – To receive a report from the Personnel Committee.
32. **Staff Payroll** – To receive a report from the Clerk.

Next meeting 8th October 2024