

**Minutes of a meeting of Horrabridge Parish Council held in the Village Hall
On Tuesday 14th April 2026 at 7.30pm**
(also available at www.horrabridge-pc.gov.uk)

Present: Cllr M Huda (Chairman), Cllr S Roche (Vice Chairman),
Cllr A Moorhead, Cllr M Glinn, Cllr J Blackmore

In Attendance: Cllr West – DCC
Caroline Ellis – Clerk

The Chairman, Cllr Huda informed the Council of the death of Cllr Christine Edmondson and asked for a minute silence in her memory.

230:25/26 **Apologies for absence** – Apologies received from Cllr Lear, due to personal reasons, were accepted by the Council.

231:25/65 **Declarations of Interest** – None

232:25/26 **Public Participation** - None

233:25/26 **Confirmation of the minutes of the Council Parish meeting held on Tuesday 10th March 2026** – On the proposition of Cllr Huda, seconded Councillor Glinn, the Council **RESOLVED** to agree the minutes of the Tuesday 10th March 2026 Parish Council Meeting and was a true record and was signed by the Chairman, with the agreed amendment.

234:25/26 **Planning** – The Council noted the following decision of the planning authority.
0033/26 Forestry storage shed. Land at the rear of Manor Gardens, Old Station, Horrabridge PI20 7UQ
Prior Approval Refused

Temporary Traffic Order – The Council noted the following Temporary Traffic Order

TTRO2668480 – Temporary Prohibition of Pedestrians from Tuesday 21st April 2026 anticipated finish Monday 27th April 2026 for a maximum of 18 months. Footpath, Walkhampton Road to New Park. Horrabridge, outside no 26 to outside no 38. Temporary restriction is considered necessary to enable – lay duct and install new chambers

235:25/26 **Finance** –

- The bank reconciliation, Trial Balance, and Budget Report dated 31st March 2026 was reviewed and on the proposition of Cllr Huda, seconded Cllr Moorhead the Council **RESOLVED** to approve.
- Payments, Clerk's and staff salaries, was reviewed and on the proposition of Cllr Glinn, seconded Cllr Blackmore, the Council **RESOLVED** to approve.
- The Council noted a VAT return had been submitted for £580.09 for the period 1st January 2026 – 31st March 2026.
- On the proposition of Cllr Huda seconded Cllr Moorhead, the Council **RESOLVED** to approve the list of regular direct debits and regular payments.
- The Council noted Cllr Glinn had conducted monthly audit checks and reported no issues.
- The Council noted the Internal Auditor was due to visit 7th May 2026

- 236:25/26 Village Hall Front Door** – Cllr Glinn received quotes for replacing the front door to the Village Hall. On the proposition Cllr Glinn, seconded Cllr Huda, the Council **RESOLVED** to accept the quotation from Henry Carr and to allow a £2000 budget for the door. On the proposition of Cllr Huda, seconded Cllr Moorhead, the Council **RESOLVED** to allow a budget up to £1000 for the fitting of the replacement door.
- 237:25/26 Road Closures** – Cllr Moorhead reported there was another road closure on the main road. He spoke to a member of the Devon & Cornwall 4X4 Group at the time and they had little local knowledge of the area. He proposed we organise a meeting with Highways and the 4X4 Group to discuss the issues when the road was shut. The Clerk would arrange a meeting. The double yellow lines have worn away by the Bridge in Whitchurch Road. This is to be reported.
- 238:25/26 Policies, Terms of Reference and Risk Assessment**– On the proposition of Cllr Huda, seconded Cllr Glinn, the Council **RESOLVED** to adopt the following revised policies, Terms of Reference and Risk Assessment.
- Biodiversity Duty & Objectives Policy
 - Code of Conduct Policy
 - Events Working Group – Terms of Reference
 - Events Risk Assessment
- 239:25/26 Christmas Tree Lights** – On the proposition of Cllr Huda seconded Cllr Moorhead, the Council **RESOLVED** to approve quote 1 from Mike Harding Lighting Solutions Ltd.
- 240:25/26 Annual Parish Meeting and Annual Parish Council Meeting** – The Council noted the Annual Parish Meeting would be held on 12th May 2026 at 7pm and the Annual Parish Council Meeting would be held on 12th May 2026 at 7.30pm
- 241:25/26 Waste Bin** – On the proposition of Cllr Huda, seconded Moorhead the Council **RESOLVED** to purchase 2no novelty frog bins at a cost of £274.30 net each (fixtures not included) The Clerk to ask if there was a discount for purchasing two.
- 242:25/26 HRFT Pavilion Opening** – The opening was well attended by village residents. Cllr Moorhead, wished to formally thank Cllr Roche for all his hard work in facilitating the building works and grant applications.
- 243:25/26 Open Spaces Report** – Cllr Glinn reported a minor repair was made to the rota swing in the play park. This was age related and repairs would be ongoing. The grass had been cut twice. Fortnightly was sufficient for this time of year. There was a problem with the mower, dirt in the fuel pipe which had been cleared by Vincents. Cllr Glinn had spent time in replacing new security gates and erecting new fencing at the Pavilion. The EV Chargers were now live and working.
- 244:25/26 Borough and County Councillor Reports** – Cllr West congratulated the Council on the opening of the Pavilion and thanked Cllr Roche for his hard work. Cllr West had approved the grant that had been requested. Jordan Lane had it been cleared. Cllr Moorhead reported some drains have been uncovered. There was a missing drain cover, and this had been reported. Cllr West reported there would be grants available to residents regarding heating oil, and some residents have been identified as being eligible. Community Hall Grants would be available soon for applications.
- 245:25/26 Councillor progress reports and items for future agenda** – Cllr Blackmore would like to thank Cllr Roche for the work he has done for the new pavilion and the report regarding the on-going work needed. It was agreed a Caretaker would

be needed to open and close the Community Space when it is rented. In the meantime, Cllr Roche, Cllr Moorhead and Ian Mulholland offered to open and close when it was rented. It was agreed to advertise the Community Room was available for rent. It would be available Monday to Friday and from 6pm Saturday or Sunday. Cllr Roche reported the building fund was £2000 in the red. They need to pay the remainder of the project manager's fee. There was shortfall which arose from the failure to attract grant funding for the security gates, which were deemed an essential security measure. Cllr Moorhead asked if Beating of the Bounds could be on the next agenda. It was proposed the date for the event would be 13th September 2026. Cllr Glinn reported there would be an energy audit of the Pavilion on 30th April. The Clerk was asked to forward the tool inventory to Cllr Huda and Cllr Glinn so there could be an audit of the tools before the new Handyman started.

246:25/26 Public Participation – None

247:25/26 Part Two – Confidential items

On the proposition of Cllr Huda, seconded Cllr Glinn 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 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.'

248:25/26 Staffing Issues – The Clerk reported with regret the Handyman had resigned. The Clerk was asked to advertise for a replacement. It was agreed the Handyman's contract would be for 12 hours for both summer and winter. The Clerk was to speak to both Cllr Glinn and Blackmore regarding the job specification.

249:25/26 Hall Booking Bad Debt – The Clerk reported 2 unpaid invoices regarding hall bookings. Payment had been promised.

Meeting ended 20.52

Councillor M Huda
Chairman

DATED: