

Horrabridge Parish Council

To all members of the Parish Council

You are hereby summoned to attend a Meeting of Horrabridge Parish Council on **8th September 2026 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 27th August 2026

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 absence** – To receive apologies for absence.
2. **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.
3. **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.
4. **Confirmation of the minutes of the Parish Council meetings held on Tuesday 14th July 2026 and 11th August 2026.**
5. **Co-option** – To consider applications received.
6. **Planning – To note the following decision by the planning authority**
0166/26 Continued use of 18 static caravans and 1 chalet as holiday accommodation for 11 months of the year between st March and 31st January each year, in breach of condition (e) of planning permission ref. 03/35/0895/86. Devon Oaks Holiday Park, Bedford Bridge Magpie, PL20 7RY
Refuses to issue a Certificate of Lawfulness
7. **Finance** –
 - I. The Bank Reconciliations, Trial Balances and Budget Reports dated 31st July 2026 (Mth 4) and 31st August 2026 (Mth 5) for the consideration of the Council.
 - II. Consideration of approval of the following payments on the attached report and approve Clerk's and staff pay.
 - III. Payroll Services – to consider engaging DM Payroll Services Ltd to conduct the monthly payroll services at £160 + VAT per annum and new starters added at a cost of £10 + VAT (2026/2027 cost £144 + VAT)
 - IV. To resolve to agree the NJC pay increase and to back date to 1st April 2026 (3.3% increase)
8. **External Audit Report & Certificate** – The Council to note the following
 - Return of the External Audit Report and Certificate, with no issues.
 - The Notice of Conclusion of Audit was published on 6th August 2026 for 14 days.

9. **Beating the Bounds** – To receive a report from Cllrs Blackmore and Moorhead and to approve the Risk Assessment.
10. **Christmas Tree Lights & Event** – To receive an update.
11. **Policies & Risk Assessment** – To consider adopting the following revised policies and risk assessment
- Anti-Harassment & Bullying Policy
 - Anti-Harassment & Bullying Risk Assessment
 - Environmental Policy
10. **Hedge Cutting** – To approve Lynsey Rodgers to carry out the hedge cutting.
11. **Insurance Declaration – Requested by the Insurance Company –**
The Councillors are to disclose any 'yes' answers to the Clerk.
1. Unspent criminal convictions, been charged (but yet tried) with criminal offence, civil proceedings, prohibition notices, enforcement notices, improvement notices, disciplinary actions and the like by legal, regulatory or similar bodies (whether this be against the business itself or any director or officer personally) including being disqualified from holding office as a director of a company. Yes/No
 2. Entering into administration, receivership, liquidation, bankruptcy, sequestration, dissolution, a Company voluntary Arrangement, an Individual Voluntary Arrangement, any other arrangement with creditors or being subject to winding up order or otherwise ceasing trading. Yes/No
 3. Recovery action by HMRC. County Court Judgements, UK Court Decree or any other equivalent money or debt judgement. Yes/No
 4. Insurer(s) cancelling a policy, withdrawing cover, refusing to renew a policy, declining a proposal for insurance or imposing special terms for conditions on an insurance policy. Yes/No
12. **Insurance Renewal** – To consider the insurance renewal.
13. **Leaping Salmon Public House** – To consider a request from residents.
14. **Local Government Reorganisation** – To note the previously circulated Interim Warding arrangements.
15. **Clerks Report** – To receive a report from the Clerk.
16. **Open Spaces Report** – To receive an update for the Chair of Open Spaces.
17. **Progress Reports** – To receive updates from Councillors.
18. **Borough and County Councillors report** – to receive reports if present.
19. **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.

20. **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.’

21. **TASS** – To receive a report from the Clerk.