

Horrabridge Parish Council

To all members of the Parish Council

You are hereby summoned to attend a Meeting of Horrabridge Parish Council on **12th October 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 1st October 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 apologise 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. **Planning –**
To consider the following application
0300/26 Installation of InPost Parcel lockers at land adjacent to Recreation Field, Fillace Park, Horrabridge PL20 7TD

To note the following decisions from the planning authority

26/0065 Overall thinning of the beech tree crown by 30% and reduction of up to 4m. the Elms, Bedford Road, Horrabridge PL20 7QJ

No objection

0234/26 Erection of first floor and side extension to existing dwelling, Mill Cottage, 34 Walkhampton Road, Horrabridge PL20 7SZ

Refused

0173/26 Alterations to roof including raising of ridge and insertion of dormers to front and rear, with variation of Conditions 2 and 5 attached to planning permission ref: 0296/23 dated August 2023. Heathmoor, Horrabridge, PL20 7RW

Grant Conditionally

0186/26 Removal of existing side extension and garage and construction of a two-storey side extension, Tapson Cottage, Horrabridge PL20 7QT

Grant Conditionally

Night-Time Road Closure on A361 & A380 – To note the previously circulated update on the A361 and A380 dual carriageway coordinated night-time maintenance closures in 2026.

5. **Finance** –
 - I. The Bank Reconciliation, Trial Balance and Budget Report dated 30th September 2026 for the consideration of approval by the Council.
 - II. Consideration of approval of the following payments on the attached report and approve Clerk's and staff pay.

- III. **Insurance** – to approve renewing insurance and cyber insurance with James Hallam Council Guard at a cost of £3289.60
- IV. **Internal Auditor** – To consider instructing Penny Clapham as the internal auditor for 2027/2028 at a cost £105 + mileage. To note the Internal Auditor is independent of the Parish Council and is suitably competent, with the necessary knowledge, skills and experience to undertake the internal audit.
- V. **2027/2028 Budget** - To consider the current budget report and income and expenses report for 2026/27 and to consider the 2027/2028 budget and identify any potential projects, initiatives or community events for inclusion in the budget.
- VI. **VAT Return** – To note a VAT return was submitted for the quarter 01.07.2026 – 30.09.2026 for the value of £371.36
6. **TASS Hall Hire** – To note the Council were successful in the grant application for £894.60 to WDBC to fund the hire of the village hall from 1st October 2026 – 31st March 2026 for the weekly TASS Drop-In Sessions.
7. **Beating the Bounds** – To receive a report from Cllrs Moorhead and Blackmore.
8. **Christmas Event & Trees** – To consider plans for the event for 2026. To agree purchasing 4 x 3-4 ft trees and 2 x 5ft at a cost of £104 plus VAT.
9. **Policies** – To consider adopting the following revised policies
 - Disciplinary Policy
 - Complaints Policy & Procedure
 - Volunteer Policy
 - Volunteer Agreement
10. **Devon Oaks** – To consider correspondence from a resident from Devon Oaks.
11. **Remembrance Day** – To discuss and agree the appropriate arrangements for Remembrance Day and to agree the purchase of a wreath for the event.
12. **Folding Tables for Pavilion** – To consider purchasing folding tables for the pavilion using the funds received from electric vehicle charging.
13. **Grant Bidding** – To consider instructing Louise Bennett Consultancy to source and write grant funding applications at her daily rate of £325
14. **Fillace Lane and Weir Park Signage** – To consider new signage.
15. **Open Spaces Report** – To receive an update for the Chair of Open Spaces
16. **Progress Reports** – To receive updates from Councillors.
17. **Borough and County Councillors report** – to receive reports if present.
18. **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.
19. **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.’

20. **Bad Debt** – To receive a report from the Clerk.
- 21 **Mine Captains House, Sortridge** – To receive a report from the Chair.