

**Minutes of a meeting of Horrabridge Parish Council held in the Village Hall
on Monday 12th October 2026 at 7.30pm**
(also available at www.horrabridge-pc.gov.uk)

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

In Attendance: Caroline Ellis – Clerk
Cllr C West (WDBC)

110:26/27 Apologies for absence – Cllr Lear was absent.

111:26/27 Declarations of Interest – None

112:26/27 Public Participation – None.

113:26/27 Planning –

The Council considered the following application

0300/26 On the proposition of Cllr Huda, seconded Cllr Glinn, the Council **RESOLVED** to approve the installation of InPost Parcel lockers at land adjacent to Recreation Field, Fillace Park, Horrabridge PL20 7TD

The Council noted 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 d5 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 – The Council noted the previously circulated update on the A361 and A380 dual carriageway coordinated night-time maintenance closures in 2026.

114:26/27 Finance –

- The bank reconciliation, Trial Balance, and Budget Report dated 30th September 2026 (Month 6) were reviewed and on the proposition of Cllr Huda, seconded Cllr Moorhead, the Council **RESOLVED** to approve.
- Payments, Clerk's and staff salaries, were reviewed and on the proposition of Cllr Huda seconded Cllr Hewison, the Council **RESOLVED** to approve.
- Insurance – on the proposition of Cllr Glinn, seconded Cllr Moorhead the Council **RESOLVED** to approve the insurance renewal at a cost of £3031.00 and £258.60 for the Cyber Insurance.
- On the proposition of Cllr Huda seconded Cllr Hewison, the Council **RESOLVED** to appoint Penny Clapham as the internal auditor for

2027/2028 at a cost of £105 + mileage. The Council noted the Internal Auditor was independent of the Parish Council and is suitably competent, with the necessary knowledge, skills and experience to undertake the internal audit.

- 2027/2028 Budget – The Council noted the draft budget V2 and asked for the following to be considered.
 1. Replacing playground equipment
 2. Clock service
 3. Repairs to the Village Hall
- VAT Return – The Council noted a VAT return was submitted for the quarter 01.07.2026 – 30.09.2026 for the value of £371.36

115:26/27 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 2027 for the weekly TASS drop-in sessions. The Clerk read a 'thank you' note which was received from TASS. Thanks were passed to Cllr West and Cllr Viney as they shared the costs equally from their grant budget.

116:26/27 Beating the Bounds – Cllr Moorhead reported 83 people attended, from the ages of 5 years to early 70's. The walkers kept as one group. It was a great day. Thank you to all the volunteers who helped. Another event would be planned for 4 years' time.

117:26/27 Christmas Event & Trees – On the proposition of Cllr Huda, seconded Blackmore the Council **RESOLVED** to approve the purchase of 4no 3-4ft and 2 x 5ft at a total cost of £104 + VAT. Cllr Glinn would collect the trees. It was suggested 29th November for the event. The event was from 5pm. There would be a visit from the school choir and bell ringers, and mulled wine and mince pies would be available. Prices would be obtained for chocolates for the children. It was suggested a replacement light maybe needed at an estimated cost of £50

118:26/27 Policies – On the proposition of Cllr Huda, seconded Cllr Blackmore, the Council **RESOLVED** to adopt the following policies

- Disciplinary Policy
- Complaints Policy & Procedure
- Volunteer Policy
- Volunteer Agreement

119:26/27 Devon Oaks – The Council considered the request from a resident for historical information regarding Devon Oaks formally known as Magpie Caravan Park. The Council confirmed no historical information was held by the Council.

120:26/27 Remembrance Day Sunday 8th November 2026 – The Councillors were asked to meet outside the Village Hall at 10.30am. Cllr Huda would purchase the wreath.

121:26/27 Folding Tables for the Pavilion – On the proposition of Cllr Hewison seconded Cllr Moorhead, the Council **RESOLVED** to purchase tables for the pavilion. Cllr Roche will let the clerk know of the number and type of tables, so they match the existing ones.

122:26/27 Grant Bidding – Cllr Glinn suggested employing a contractor to source and write grant applications to fund replacing the play equipment. The Council would obtain the quotations for the equipment and consider repairing and refurbishing some of the equipment.

- 123:26/27 Fillace Lane & Weir Park Signage** – Cllr Huda suggested new signage was purchased for Fillace Lane and Weir Park. On the proposition of Cllr Hewison, seconded Cllr Blackmore, the Council **RESOLVED** to support the purchase of new signs. Quotations would be obtained.
- 124:26/27 Open Spaces Report** – Cllr Glinn reported there had been no further progress with DCC Highways regarding traffic management when the A286 was closed. He had received 2 quotes for replacement play equipment but the Council need to decide if we apply for grant applications or employ a consultant. He is looking for another quotation. Positive comments have been made as to how neat and tidy the cemetery was, thanks to our Grounds Maintenance Operative. He is currently working 1 day a week and this is sufficient to keep HPC assets looking good. The Christmas tree in Weir Park has been wired and the lights are operational. Cllr Glinn suggested putting a fence around the base to protect the box from vandalism, this could be done for approximately £150. Cllr Glinn had met with the new Highways Officer and several areas in the village have been marked for patch up repairs rather than pothole repairs. Other than the Beating of the Bounds the truck has not been used. Cllr Glinn had made the necessary repairs to the wall outside the village hall. He was thanked for making these repairs.
- 125:26/27 Progress Reports** – None
- 126:26/27 Borough & County Councillor Reports** – Cllr West reported he and Cllr Viney were pleased to help with the grant to pay for the hall hire for TASS, for the next 6 months. A386 speed limits were due to be reviewed, and this was being led by Inspector Daniel Jones. Cllr West briefed the Council on the latest regarding LRG. Elections will be in May 2027, but no elections to shadow authorities. There was a consultation launched on the proposed Animal Licensing Policy. On the 31st October 2026 there were changes to the National Scheme of Delegation for Planning. Full report had been circulated to the Council.
- 127:26/27 Councillor reports and items for future agenda** – Cllr Prynn circulated an updated report regarding Devon Oaks. Cllr Roche Devon reported Jonathan Case Builders had won 'Best Public or Community Building' award with Devon Building Control (Building Excellence Awards 2026) for the new Pavilion. The certificate would be displayed in the Pavilion.
- 128:26/27 Public Participation** – None
- 129:26/27 Part Two – Confidential items**
On the proposition of Cllr Blackmore, seconded Cllr Hewison, 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.'
- 130:26/27 Bad Debt** – The Clerk reported an invoice for hall hire had not been settled. Cllr Huda knew the person and would speak directly to them and request the invoice be settled. Cllr Roche suggested if no payment was made to start a claim through the Small Claims Court.
- 131:26/27 Mine Captains House, Sortridge** – Cllr Huda reported there were a large number of residents living at the property and 15 cars were parked there. Solar panel had been installed in field. The Council were not sure if they were breaching planning regulations.

Next meeting – Tuesday 10th November 2026

Meeting ended 20.51

Councillor M Huda
Chairman

DATED:

HRFT Meeting before next meeting re charges for football club

Jan agenda re truck