Horrabridge Parish Council

To all members of the Parish Council
You are hereby summoned to attend a Meeting of Horrabridge Parish Council on **10th November 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 5th November 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. **Confirmation of the minutes of the Parish Council meetings held on 8th September 2026 and 12th October 2026**

5. **Planning –**
   To consider the following applications

   26/0088 3 Beech trees T9, T8, and T7 – crown reduction of approximately 1/3. The Manor, Plymouth Road, Horrabridge PL20 6ED

   26/0086 T1 -Common Beech and T2 Copper Beech – reduce crown height and radial spread of both trees by up to 1.5m on all aspects back to previous cyclical pruning points. Meadow Cottage, Bedford Road, Horrabridge PL20 7QS

   To note the following decision from the planning authority
   26/0082 189 Old Station Road, Horrabridge PL20 7RA. Intention to undertake necessary works for the following trees: T001 – Ash Fell, T002 – Alder Fell, T006 – Pine Fell. T010 Ash – Fell, **fall within the exemption**, T012 – Oak (pollard at 9am and brace) – **Objection**, T014 – Sycamore (fell) – **Objection**.

   0231/26 Existing use or development under section 191 of the Town & Planning Act 1990 (as amended for the removal of chimneys(s) 56 and 57 New Park, Horrabridge
   Certificate Issued

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

6. **Finance** –
   I. The Bank Reconciliation, Trial Balance and Budget Report dated 31st October 2026 (month 7) 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. 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.
   IV. To consider quotation from Arc Metalcraft Ltd for upgrade security for the shed at a cost of £280 + VAT and to purchase 3no padlocks at an estimated cost of £150.00
   V. To approve the quotation from Green Scheme Solutions Ltd for the repairs to the broken rubber surface under the swings at a cost of £655 + VAT
   VI. To note EV Charging has generated a net income of £230.63 since 01.05.2026 (this includes the set up and installation costs)

8. **Theft of Council Property–** To receive a report from Cllr Glinn and Cllr Moorhead.
9. **Step Ladder –** To consider purchasing a 10-tread fibreglass step ladder at a net cost of £166.95
10. **Fire Extinguisher Service –** To note the fire extinguishers were serviced on 14th October 2026 (one water extinguisher needed to be replaced)
11 **Christmas Event & Trees** – To receive an update from Cllr Blackmore and to consider a budget for the event.
12. **Terms of Reference** – To consider adopting the following revised Terms of Reference
    - Finance committee
    - Open Spaces Committee
    - Personnel Committee
    - Planning Committee
13. **Policies –** To consider adopting the following policies
    - Business Continuity Plan
    - Financial Risk Assessment & Management Policy
14. **Freedom of Information Request –** To note the Council had received a Freedom of Information Request for copies of the insurance schedule and details of the cyber insurance, and to note this and been answered within the timeframe. It was refused under Section 17, Section 31 (1)(a), Section 43(c) and Section 36(2)(c)
15. **Multi-play** – To receive an update from Cllr Glinn
16. **Devon Air Ambulance Landing Sites** – To consider correspondence from DAA regarding preparing the Community Landing Site network for the 2G and 3G switch-off.
17. **Open Spaces Report** – To receive an update for the Chair of Open Space
18. **Progress Reports** – To receive updates from Councillors.
19. **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.

Next meeting 8th December 2026