

**To all Members of Honiton Town Council**

You are hereby summoned to attend a meeting of **Honiton Town Council** to be held at the Town Council offices, The Beehive, Dowell Street Honiton on **Monday the 30<sup>th</sup> October 2017 commencing at 7.00pm** to transact the following business

Dated this 25th October 2017



*Nick Randle OBE FILCM  
Acting Town Clerk*

**AGENDA**

1. **To receive apologies for absence**
2. **To receive declarations of interest and receipt of requests for new DPI dispensations on items on the agenda**
3. **To receive and resolve as a correct record the minutes of the Town Council meeting held on 9<sup>th</sup> October 2017 [\(attached\)](#)**
4. **The Council to resolve the following:**  
"That under Section 100(A) (4) of the Local Government Act 1972 the public (including the press) be excluded from the meeting as exempt information, of the description set out on the agenda, is likely to be disclosed and on balance the public interest is in discussing this item in private session (Part B)" for the following confidential/exempt items which the Acting Town Clerk recommends should be dealt with in this way:

**Item 23:** To approve a payment in accordance with the schedule list of payments.

Reason for consideration in Part B: Confidential Personnel matters will be discussed.

*The meeting will go out of session*

5. **Public Question Time for items on the agenda - adjournment for 15 minutes.**  
Questions relating to items on the agenda may be asked at the meeting at the

discretion of the Mayor or meeting chairman. No more than 3 minutes will be allowed for any person speaking. The council may respond verbally at the meeting or subsequently in writing. **Persons wishing to ask a question should notify the Clerk before the meeting so that they can be called and should fill out Public Question form which will be available at the meeting, giving name, agenda item to be addressed and contact details in the event of a written response.**

*The meeting will go back into session*

6. **The Mayor's announcements.**
7. **Reports from District and County Councillors**

#### **PART A MATTERS FOR DECISION**

8. To receive a presentation and proposal from Daniel Lavery about Devon Freewheelers and use of the Honiton Tourist Information Centre.
9. To consider a report from the Acting Town Clerk in respect of continuing staffing arrangements pending the recruitment of a permanent Clerk and Deputy Clerk, to include resources for dealing with correspondence from members of the public. [\(as attached\)](#)
10. To consider a report from the Acting Town Clerk in respect of the Schedule of Meetings pending the recruitment of a permanent Clerk and Deputy Clerk. [\(as attached\)](#)
11. To appoint a Council representative to Honiton United Charities to replace former Cllr. Hopkins.
12. To appoint a Council representative to the Neighbourhood Plan Steering Group to replace Cllr Sheridan- Shaw

#### **Planning**

13. To receive the minutes of the Planning Committee meeting held on 17<sup>th</sup> October. [\(attached\)](#)

#### **Finance**

14. To approve payments in accordance with the schedule list of payments. [\(to be tabled at the meeting\)](#)
15. To consider council priorities for the forthcoming Budget setting process.

#### **Councillor Motions- To receive reports and motions from Councillors.**

16. **Councillor Edwards** – Report on Working Together conference
17. **Councillor Jones** – Progress report on discussions of Community Complex Overview Committee
18. **Councillor Taylor**- To consider the Council's approach to parishes together funding (deadlines , 10<sup>th</sup> November and February )

19. **Councillor Jefferson:** That Honiton Town Council should provide email accounts with the .gov.uk suffix for councillors.
20. **Councillor Darrant:** That Honiton Town Council should provide business cards for Councillor's use.
20. **Councillor Darrant** That Honiton Town Council should write to Devon County Council requesting repair of street lights ( locations to be provided)
21. **Councillor Jones:**  
That when meetings of the Finance Committee re-commence, Cllr Jones be elected as a member of the committee.

#### **Correspondence**

22. To note correspondence received and to resolve any matters arising. The correspondence can be viewed at the Town Council Office ([to follow](#)).

#### **PART B MATTERS FOR DECISION**

- 23 To approve a payment in accordance with the schedule list of payments. ([to be tabled at the meeting](#))
24. **To close the meeting**