

**Honiton Town Council
Policy Committee**

Minutes of the meeting of the Policy Committee held at the Town Council Offices, The Beehive, Dowell Street, Honiton on Tuesday 31st May 2016 at 7.00pm

Members present

St Michael's Ward

Cllr A Alder
Cllr S Edwards (Chairman)
Cllr D Perkins

St Paul's Ward

Cllr P Halse
Cllr A Mountjoy

In Attendance

Cllr Roy Coombs

Chetna Jones - Town Clerk

Meeting commenced at 7.03pm

16/22 To elect a Chairman

Nominations were received for Cllr Edwards.

Cllr Alder proposed Cllr Edwards. This was seconded by Cllr Perkins and unanimously agreed. Cllr Edwards was duly elected as Chair of Policy Committee.

Cllr Edwards thanked members for voting for her and Cllr Halse for his leadership, help and guidance last year especially as the majority of councillors were new to the Council.

16/23 To elect a Vice-Chairman

The postponement of this item was discussed due to a number of absent members but it was agreed to proceed.

Cllr Perkins proposed Cllr Alder. This was seconded by Cllr Halse and unanimously agreed.

16/24 To receive apologies for absence

Cllr C Melbourne (P), Cllr J Lake (P), Cllr C Kolek (A/L); Cllr J Wadsworth (P), Cllr K Smith (P) and Cllr J Taylor (P).

16/25 To receive declarations of interest and receipt of request for new DPI dispensations on items on the agenda

Cllr D Perkins – Director of Beehive Companies (P)

16/26 Confidential / exempt items

There were no items to be dealt with in this way.

The Chairman declared the meeting out of session

16/27 Public Question Time on items on the agenda

The Town Clerk confirmed there were no public questions.

Part A matters for decisions

16/28 To receive notes from the Community Engagement Forum held on 12th May 2016 ([attached](#)) and to consider and agree any actions as raised by the forum.

A copy of the notes from the meeting had been circulated prior to the meeting.

Cllr Mountjoy as Co-Chair of the meeting confirmed that everyone who attended was keen to engage and agreed to meet up again.

It was suggested that additional groups including:

- Honiton LED
- Honiton Church Organisations
- Honiton Youth Group
- Honiton Sports Clubs
- Friends of Honiton Practice and Hospital
- Staff at Honiton Primary Schools

be invited and that where the leaders of the organisations were unable to attend the invitation should be extended to other members in that group.

Cllr Alder proposed that the Terms of Reference be amended to include the above. This was seconded by Cllr Mountjoy and unanimously agreed.

It was also agreed that Cllr Mountjoy would contact the Beehive Garden Club regarding suggestions for a Shared Garden Scheme.

Recommendation
That the Terms of Reference be amended to invite additional groups to take part in the forum and where the leaders of the organisations were unable to attend the invitation should be extended to other members in that group.

16/29 To review and agree recommendations to the Town Council on actions for the additional (third) Toll-Gate [\(Clerk's report attached\)](#)

A report on background information had been circulated in advance.

Concern was raised about the amount of funds needed and as the Town Council's legal costs were unknown this matter should be considered after the legal costs were established.

However it was noted that the tollgate stored at Manstone depot will need to be moved. In addition planning permission to install the tollgate on the western side of Kings Road will need to be obtained and an up to date quote to repair and install the tollgate established before the tollgate can be sited in its new location.

Cllr Halse proposed that the expenditure be postponed until the Town Council's financial situation was known but to obtain a quote to carry out the work in the meantime. This was seconded Cllr Perkins and the motion was carried.

In addition Cllr Edwards proposed that all relevant bodies be contacted to address issues in order to be ready to submit a planning application. This was seconded by the Cllr Alder and the motion was carried unanimously.

Cllr Coombs was thanked for his help with this matter.

Recommendation
That that the Tollgate project expenditure be postponed until the Town Council's financial

situation was known.

That in the meantime the Town Clerk proceeds in obtaining a quote to carry out the work and all relevant bodies be contacted to address issues in order to be ready to submit a planning application.

16/30 To discuss the implications of the Insurance Act 2015 that is to come into force in August 2016

A report on background information had been circulated in advance.

The Insurance Act was reviewed along with the advice from the Town Council's insurance Agent and it was noted:

- That Councillors need to understand that when a decision is made by the majority of members of the Town Council it is a corporate decision and not that of individual councillors. Individual Councillors acting against Council's professional advice have limited immunity but only when acting on their own.
- That if the Town Council fails to identify a risk and then falls foul of it, this would be covered by the Town Council's Public Liability.
- That the Town Council's premium will not be affected at all
- That the terms will not be affected until renewal in 2017 and the changes will be very minimal and are more clarifications of the existing cover.

16/31 To close the meeting

The meeting was closed at 7.55pm.