

HONITON TOWN COUNCIL

Minutes of the Meeting of the Town Council held at the Town Council offices, The Beehive, Dowell Street, Honiton on Monday 14th November 2016

Present

St Michael's Ward

Cllr A Delasalle (formerly Alder)
 Cllr S Edwards
 Cllr L Harvey-Ingram
 Cllr K Hopkins
 Cllr J McNally
 Cllr D Perkins
 Cllr J Taylor
 Cllr J Wadsworth
 Cllr J Zarczynski

St Paul's Ward

Cllr H Brown
 Cllr P Halse
 Cllr V Howard
 Cllr C Kolek (Chairperson)
 Cllr A Mountjoy
 Cllr G Smith
 Cllr K Smith

In Attendance

Cllr P Diviani – Devon County Council
 Cllr S Randall-Johnson – Devon County Council
 Cllr D Barrow - East Devon District Council
 Cllr J Brown – East Devon District Council
 Cllr J O'Leary – East Devon District Council
 Cllr P Twiss - East Devon District Council

7 members of the public

Members of the press – Mr Callum Lawton (Midweek Herald), Mr Peter Hodges (Pulmans)
 Mr W Oak – Fire Service

Sarah Jenkins – Deputy Town Clerk

Cllr Halse provided prayers prior to the start of the meeting.

The Chairperson welcomed Cllr Zarczynski to the meeting following his recent election to the Town Council.

16/241 To receive apologies for absence

Apologies were received from Cllr Coombs (S), Cllr Lake (P)

16/242 To receive declarations of interest and receipt of requests for new DPI dispensations on items on the agenda

Cllr G Smith – ad-hoc maintenance work at Beehive – personal
 Cllr Perkins – Director of the Beehive Companies – personal
 Cllr Harvey-Ingram – Trustee of Honiton Youth Club – personal
 Cllr Zarczynski – witness in the Judicial Review – personal
 Cllr Taylor – claimant in the Judicial Review – disclosable pecuniary interest – Cllr Taylor advised that he will leave the meeting at agenda item 20
 Cllr Brown – Trustee of Honiton Youth Club - personal
 Cllr A Delasalle – Honiton Street Market Trader - personal

16/243 To receive and resolve as a correct record the minutes of the Town Council meeting held on 10th October 2016

Cllr Harvey-Ingram proposed that the minutes of the meeting held on 10th October 2016 be received and approved as a correct record of the meeting. This was seconded by Cllr Delasalle and **WAS RESOLVED**.

16/244 The Council resolved (3 against; 1 abstention) **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 Town Clerk recommends should be dealt with in this way:

- Item 18 – Employment Committee recommendation
- Item 19 – TIC Ltd Staffing Costs
- Item 20 – Judicial Review Hearing update

The Chairperson declared the meeting out of session

16/245 To receive the Police Report

No Police report had been received prior to the meeting. *(Should a report become available it will be displayed on the website.)*

Fire Service Report

Mr Warren Oak presented a report from the Fire Service and outlined the support available locally, including the Enhanced Logistical Support vehicle which is part of the national resilience network. Mr Oak invited any Members interested to visit the Fire Station and to contact the Deputy Mayor to arrange a convenient time.

16/246 To receive reports from District and County Ward MembersDevon County Council

Cllr Randall-Johnson praised the work of the Fire Service in dealing with the fire at the Clarence Hotel in Exeter and advised anyone with knowledge of old wooden buildings, particularly those with roof voids, to contact the Fire Service.

Cllr Randall-Johnson reported on the emerging Highways Infrastructure Plan and urged Members to attend the public meetings.

The Town Council was informed of the ongoing work in the County to assist refugee children in transit before re-patriation with their families in the UK. Cllr Randall-Johnson drew attention to the need for foster parents for both UK and refugee children. Information is available on the website www.devon.gov.uk.

In response to a question from Cllr H Brown, Cllr Randall-Johnson advised that she is looking into the matter of car parking for retained fire-fighters to enable them to respond quickly to calls.

Cllr Diviani advised that he will be meeting with Neil Parish MP regarding the Community Hospital. Cllr Halse thanked Cllr Diviani for his work and requested that he emphasise the good highways access to Honiton Hospital from surrounding areas.

East Devon District Council

Cllr O’Leary reported on the improvement in the last quarter’s figures from the Thelma Hulbert Gallery, with 600 people attending the Halloween event. The Gallery had recently won the award for access and inclusivity at the Devon Tourism Awards.

Cllr Barrow advised that members of the New Devon CCG will be attending the meeting of the Scrutiny Committee at 6.00pm on 24th November. Cllr Barrow will be pleased to receive any questions on the proposals for Honiton Hospital for this meeting by email. The Town Council would advise the Steering Group of the meeting.

Cllr J Brown reported on the plans for the East Devon Railway Line partnership including interpretation boards at Honiton Station. It is anticipated that the project will be in place by April 2017. It was agreed that this would be discussed in more detail at the December meeting.

Cllr Twiss reported that planning permission had been granted for the new EDDC office building in Honiton and that plans are proceeding for the enforced sale of the Old Mill.

In response to a question from Cllr H Brown, Cllr Twiss advised that the Rugby Club sign at Allhallows is being handled by EDDC Enforcement.

Cllr Twiss acknowledged the concerns of the members of the public present with regard to dog fouling on Allhallows and would speak to them outside the meeting. It was agreed to arrange a public meeting for all interested parties to discuss the problem and agree possible solutions. The Town Council would be informed of the date of this meeting.

The Chairperson thanked the Ward Members for their reports.

Cllr Randall-Johnson, Cllr Diviani, Cllr J Brown, Cllr Barrow, Cllr O'Leary and Cllr Twiss left the meeting. Five members of the public left the meeting.

16/247 Public Question Time on items on the agenda

The Deputy Town Clerk reported that there were no public questions.

The Chairperson declared the meeting back in session.

16/248 Mayor's Announcements and Questions for the Mayor

The Mayor informed the Council that she had attended the following:

- Honiton Hospital public meeting
- Colyton Art Show
- Opening of new business in the town and presentation of a defibrillator to the Rugby Club
- Inauguration of the new Pastor at the Congregational Church
- Honiton Carnival
- Jolly Jaunt (Hospiscare)
- Old Honitonians lunch and service – the Mayor reported that the Old Honitonians Memorial Boards in St Michael's Church are to be relocated to St Paul's Church
- Villages in Action event
- Remembrance Service followed by laying of wreath

The Mayor reported that one question had been received regarding the current policy on Committee membership and Standing Orders. This matter would be discussed once the outcome of the Judicial Review was known.

16/249 To receive and approve the minutes of the Finance Committee held on 31st October 2016

It was noted that Cllr Taylor left the meeting earlier than was stated in the minutes. Cllr Delasalle proposed that the minutes of the Finance Committee held on 31st October 2016 be approved and signed as a correct record. This was seconded by Cllr Harvey-Ingram and **WAS RESOLVED** unanimously by those attending the meeting.

The following recommendations of the Finance Committee were considered:

- a) **That the Town Council ratifies the Finance Committee resolution that the 1st Quarter figures in the new accounting system agree and reconcile with the previous accounting system.**

Cllr G Smith proposed that the Town Council ratifies the Finance Committee resolution that the 1st Quarter figures in the new accounting system agree and reconcile with the previous accounting system. This was seconded by Cllr Wadsworth and **WAS RESOLVED** (1 abstention).

b) That the Town Council approves the payment lists for July, August and September 2016.

Cllr Hopkins proposed that the payment lists for July, August and September 2016 be approved. This was seconded by Cllr Harvey-Ingram and **WAS RESOLVED** (1 abstention).

c) That the Town Council notes the Income & Expenditure by Budget report at 30th September 2016.

It was noted that the Chairman of the Finance Committee had raised the reporting of the payment to Midas with the Town Clerk. Cllr Wadsworth proposed that the Income & Expenditure by Budget report at 30th September 2016 be noted. This was seconded by Cllr G Smith and **WAS RESOLVED** (1 abstention).

d) That the Town Council approves the members allowance of £305 (7% of the East Devon District Council basic allowance) and that further information about this taxable allowance be added to the website.

Cllr Harvey-Ingram proposed that the members allowance of £305 (7% of the East Devon District Council basic allowance) be approved and that further information about this taxable allowance be added to the website. This was seconded by Cllr Howard and **WAS RESOLVED** (1 abstention).

e) That the Town Council approves the appointment of Ken Abraham as Internal Auditor for 2016/17.

Cllr Hopkins proposed that Ken Abraham be appointed as Internal Auditor and that this should be a temporary appointment to provide for the internal audit for the current financial year. This was seconded by Cllr G Smith and **WAS RESOLVED** (2 against; 1 abstention).

f) That the Town Council approves the overtime payment to the staff in respect of the work for the Judicial Review (a total of 33 hours for the Town Clerk, 21.75 hours for the Deputy Town Clerk, 6 hours for the Clerk's Assistant).

Cllr Delasalle proposed that the Town Council approves the overtime payment to the staff in respect of the work for the Judicial Review (33 hours for the Town Clerk, 21.75 hours for the Deputy Town Clerk, 6 hours for the Clerk's Assistant). This was seconded by Cllr Harvey-Ingram and **WAS RESOLVED** (2 abstentions (with one being due to a disclosable pecuniary interest – Cllr Taylor).

16/250 To receive and agree the request from Cllr Zarczynski to be appointed as a member of the Planning, Policy and Finance Committees

Following discussion of vacancies on each of the Committees, it was unanimously **RESOLVED** to appoint Cllr Zarczynski to the Planning Committee, the Policy Committee and the Finance Committee.

Cllr Zarczynski thanked Members for voting.

16/251 To receive and agree the motion from Cllr Edwards

“That Honiton Town Council registers its extreme concern at the impending loss of 71 Community beds in this part of Devon and urges local MPs to consider the plight of Devon and speak on our behalf by asking the Government to reconsider this ill thought out decision which has come about only for financial reasons”

And to delegate authority to respond on behalf of the Town Council to the Deputy Town Clerk working with Cllr Edwards

Members were advised that Cllr Brown is a member of the town's Steering Group. It was agreed that the Town Council should give a formal response to support the work of the community in this matter. Cllr Kolek proposed that the motion from Cllr Edwards be received and agreed and that delegated authority be given to the Deputy Town Clerk working with Cllr Edwards to submit the response. This was seconded by Cllr Hopkins and **WAS RESOLVED** unanimously.

16/252 To approve that the Town Clerk be given delegated authority to finalise and submit an application to Parishes Together for funding in conjunction with Exmouth Town Council to support the enhancement of year-round tourism promotion to support economic growth in Honiton and Exmouth and to implement and deliver once the application has been approved

The draft application was discussed. Cllr Brown proposed that the Town Clerk be given delegated authority to finalise and submit the application to Parishes Together for funding in conjunction with Exmouth Town Council to support the enhancement of year-round tourism promotion to support economic growth in Honiton and Exmouth and to implement and deliver once the application has been approved. This was seconded by Cllr Delasalle and **WAS RESOLVED** (2 abstentions).

Cllr Mountjoy left the meeting

16/253 To receive the working group's report on the Electoral Review of East Devon District Council and to agree the response prior to the deadline of 5th December 2016

Cllr Mountjoy returned to the meeting

Cllr G Smith proposed that the working group's report be received and that the recommended response be agreed for submission. This was seconded by Cllr Wadsworth and **WAS RESOLVED** (2 abstentions).

16/254 To note the minutes of the meeting of the Neighbourhood Plan Steering Group held on 7th September 2016

A copy of the minutes had been circulated in advance. Cllr G Smith proposed that the minutes be noted. This was seconded by Cllr Delasalle and **WAS RESOLVED** unanimously.

16/255 To receive and approve the request that Cllr Halse be appointed as a member of the Employment Committee

Cllr Kolek proposed that Cllr Halse be appointed as a member of the Employment Committee. This was seconded by Cllr Harvey-Ingram and **WAS RESOLVED** (3 abstentions including Cllr Halse).

16/256 To receive reports from members with Special Responsibilities

DALC Larger Councils sub-committee – Cllr Edwards

Cllr Edwards tabled a written report following the meeting of the Larger Councils sub-committee held on 10 November. Cllr Edwards advised that the issue of devolution and its implications and the proposed referendum principles on 2%+ increases in local council precepts will be discussed at the next meeting of the Policy Committee.

Cllr Mountjoy

Cllr Mountjoy reported that the Dragons Den event had been very successful with all groups receiving funding.

Cllr Mountjoy advised that the Royal British Legion needs more help in order to keep running the various Remembrance events held in the town. It was agreed to ensure that the Town Council is properly represented and assists with these events wherever possible.

Honiton Youth Club – Cllr Harvey-Ingram

Cllr Harvey-Ingram reported that the Youth Club had received the full amount of funding which it applied for at the Dragons Den event.

Chamber of Commerce – Cllr Delasalle

The Chamber of Commerce extended an invitation to all Councillors to attend the switching on of the Christmas tree lights at 5.30pm on Saturday 19th November.

16/257 To note Correspondence received and to resolve any matters arising. The list may be viewed at the Council Office (late correspondence to be tabled)

The list of correspondence received from 11th October to 8th November 2016 had been circulated in advance.

Government

1. Letter from Neil Parish MP regarding Council Tax Referendum Principles for Town and Parish Councils

Devon County Council

2. A30/A35 Annual Report – year 20
3. Consultation: Relevant areas for [school] admission arrangements 2019-2021

East Devon District Council

4. EDDC review of 2015 to 2016
5. Consultation on two subjects in relation to Waste Management: minor modifications to the Chargeable Waste Scheme and proposed change to the Community Composting Recycling Credit rate
6. The Knowledge – issues 22, 23, 24, 25
7. Consultation: Draft Street Collection Policy
8. Invitation to meeting on Tuesday 13 December 6.00 to 8.30pm at the Knowle – the County-wide budget challenges (Tough Choices) and the local impact of Brexit

Other

9. Local Government News 13/10/16 to 03/11/16
10. NALC bulletin on national developments and meetings 14/10/16 to 04/11/16
11. Email from Cllr Douglas Hull re town hospitals
12. Your Future Care – New Devon's Success Regime Newsletter
13. Information on the Communities Prepared project
14. Your Future Care Consultation – details of public meetings in Honiton
15. Healthwatch Voices – Autumn 2016
16. Devon Association of Local Councils – November e-bulletin
17. Devon Communities Together – information and advice surgeries
18. Connecting Devon and Somerset update – Superfast Broadband Project
19. Clerks & Councils Direct November 2016 issue
20. Devon Senior Voice -issue 31
21. Honiton Community Theatre Company – letter re performances 17-19 November 2016
22. Local Councils Update issue 201 November 2016

Correspondence was noted.

Late Correspondence received from 9th to 14th November 2016

Devon County Council

- a) Consultation on recycling centres
- b) Heart of SW Devolution Newsletter 13

East Devon District Council

- c) The Knowledge issue 26

Other

- d) Government News 11th November
- e) Letter from resident in King street regarding flowerbeds and grass verges
- f) Invitation from AE Dodd – visit newly refurbished funeral home
- g) Bulletin on National Development and Meetings – 7th October
- h) Update from Millennium Green
- i) Notification from Honiton Community complex regarding installation of satellite dish to receive film content electronically

Late Correspondence was noted.

The press and the public left the meeting.

Part B matters for decision

16/258 To agree the Employment Committee's recommendation that the Town Council appoints South West Councils in order to advise the Employment Committee on HR matters at a cost of £388.00 per annum (£161.67 pro-rata to March 2017) and that the Deputy Town Clerk works full time in the Town Clerk's absence.

The Chairperson informed the Town Council of the reason for consideration of this matter in Part B and proposed that the Town Council appoints South West Councils in order to advise the Employment Committee on HR matters at a cost of £388.00 per annum (£161.67 pro-rata to March 2017). This was seconded by Cllr Delasalle and **WAS RESOLVED** (1 abstention).

Cllr Zarczynski proposed that the Deputy Town Clerk works full time during the Town Clerk's absence. This was seconded by Cllr Wadsworth and **WAS RESOLVED** unanimously.

16/259 To review the correspondence from TIC Ltd regarding the offer of the loan for TIC Staff payment

The Town Council reviewed the correspondence received from TIC Ltd regarding the offer of the loan for TIC Staff payment.

Cllr Delasalle proposed that Standing Order 11a be suspended to allow for discussion of this matter. This was agreed.

Following further discussion and in line with minute 16/238, the Town Council agreed (4 against; 1 abstention) to continue to make an interest free loan available to the TIC Ltd to be applied specifically to redundancy payments for TIC Ltd staff and further agreed to accept that it may not receive full recovery of the loan.

The Deputy Town Clerk was instructed to write to TIC Ltd to advise that the Town Council accepts that the loan may not be recovered in full.

Standing Order 11a was re-instated.

16/260 To receive an update on the Judicial Review and the costs associated with this hearing

Cllr McNally, Cllr Taylor and Cllr Zarczynski left the meeting.

The Chairperson advised that there was nothing further to report.

16/261 Close Meeting

The meeting was closed at 8.55pm.