

HONITON TOWN COUNCIL

Minutes of the Meeting of the Town Council held at the Town Council offices, The Beehive, Dowell Street, Honiton on Monday 10th July 2017 at 7.00pm

Present

St Michael's Ward

Cllr Sheila Edwards
Cllr Ken Hopkins
Cllr John Taylor
Cllr John Zarczynski (Chairman)

St Paul's Ward

Cllr Henry Brown (from 7.30pm)
Cllr Roy Coombs
Cllr Terry Darrant
Cllr Vera Howard
Cllr Mike Jones
Cllr Caroline Kolek
Cllr Duncan Sheridan-Shaw

In Attendance

Cllr Jenny Brown – EDDC
Cllr John O'Leary - EDDC
Cllr Phil Twiss – EDDC & DCC
8 members of the public
1 member of the press
Nick Randle – Acting Town Clerk
Wendy Randle – Acting Deputy Clerk

17/413 To receive apologies for absence

Cllr Jill McNally (S)
Cllr Dean Barrow – EDDC

17/414 To receive declarations of interest and receipt of requests for new DPI dispensations on items on the agenda

None received.

17/415 To receive and resolve as a correct record the minutes of the Town Council meeting held on 12th June 2017 and the Extraordinary Town Council meeting held on 26th June 2017

A copy of the minutes of both meetings had been circulated in advance. The minutes of both meetings were approved: proposed by Cllr Kolek; seconded by Cllr Darrant.

17/416 The Council resolved the following:

That under Section 100(A) (4) of the Local Government Act 1972 the public (including the press) be excluded from the meeting for the following agenda items:

Agenda item 17. (To receive a report from the Chairman of the Employment Sub-Committee and to agree the approach to staffing matters). Exempt information relating to an employee is likely to be disclosed and on balance the public interest is in discussing this item in private session. (Part B).

The meeting went out of session

17/417 To receive the Police Report

A written report had been received, was circulated and will be published on the website.

17/418 To receive reports from District and County Ward Members

Cllr Twiss reported that a meeting regarding St Michael's churchyard would be taking place with lawyers representing the church; a decision is needed as to whether the graveyard is 'live or inactive'.

Signed Chair

10th July 2017

The contractor for the Highways Department has acquired a new jetting machine and a programme of works will now be implemented for drain unblocking. The resurfacing of St Peter's Road is currently scheduled for February 2018. Following his attendance at the LGA Conference in Birmingham where NHS CCGs and care provision were discussed, the complex issue of a Care model for Honiton will be under consideration.

Cllr O'Leary reported that the Section 106 money that has been received for art work will be used for a series of plaques made by children, leading towards the town. Cllrs O'Leary and Sheridan-Smith will organise this project in liaison with the Thelma Hulbert Gallery.

Cllr Brown reported that two Community noticeboards are ready to go up at Honiton Station and that permission has been received to wrap two shelters with scenes of East Devon taken by a local photographer. Devon and Cornwall Rail Partnership has indicated that it could distribute local leaflets eg. Antiques Trail etc.

The District/County Councillors left the meeting, having been thanked by the Chairman for attending.

17/419 Public question time on items on the agenda – adjournment for 15 minutes

The Acting Town Clerk read out the questions that had been received.

A representative of Honiton Rugby Club has highlighted the issue of anti-social behaviour by a group of children at Allhallows playing field. The Mayor will raise this matter at the Local Action Group (LAG) meeting next week when the police will be present. Dog fouling is also a persistent problem at Allhallows and it is possible that LAG might fund the installation of CCTV cameras.

A member of the Neighbourhood Plan Steering Group has raised concerns that the project is at an impasse and needs support and resources from Honiton Town Council. The Mayor agreed that more support was needed and would be given in the future.

The meeting went back into session

PART A MATTERS FOR DECISION

17/420 Mayor's Announcements and Questions for the Mayor

There were no questions. The Mayor reported that he had met with representatives of Devon Air Ambulance who had identified Allhallows Playing Field and Mountbatten Park (both owned by EDDC) as possible night landing sites in Honiton. It would be necessary to install a 9 metre mast with a light activated by the pilot: the cost would be £3,000 and it is anticipated that this would be obtained by public fundraising. The Air Ambulance will get back to us with more information.

The Mayor advised the meeting of his upcoming engagements.

He reported that he has received several complaints concerning the poor condition of a section of Lower Brand Lane and has asked the Acting Clerk to write to the Highways Department.

The Mayor reported that he had been advised that Pamela Bailey had retired from Honiton Primary School after 42 years service as meal time assistant and bus escort. It was **resolved** to record thanks for her long service.

17/421 To appoint two Directors to the Board of Honiton Community Complex Ltd.

Two Directors have been invited to represent Honiton Town Council on the HCC Ltd Board. Cllr Mike Jones agreed to stand and this was supported unanimously.

17/422 To appoint a Lead Warden for Roundball Wood (*report circulated previously*)

It was agreed that Cllr Taylor and Cllr Darrant will share this responsibility temporarily in the hope that a member of the community might come forward. It was agreed that the Acting Town Clerk would publicise this position on the website.

17/423 To receive and approve the minutes of the Policy Committee meeting held on 26th June 2017

The Mayor congratulated Cllr Edwards on her election as Chair which had been resolved unanimously. Cllr Edwards wished to record her thanks to the former Deputy Clerk for all her hard work. The minutes were agreed as a correct record.

17/424 To note the minutes of the Neighbourhood Planning Steering Group dated 24th May 2017 and the draft minutes of the meeting dated 28th June 2017 and to receive an update from Town Council members of the Steering Group.

Cllr Coombs gave an update which raised concerns that there is no one regular Chair of the group and that there was low attendance at the last meeting. Although there have been other Local Plans, a Neighbourhood Plan would have legal status and although the process has been moving forward, there is slow progress at present and a feeling of frustration within the Group.

The meeting went out of session at 7.45pm to enable a member of the Steering Group to speak

The Steering Group member reported that the number of Group members is too small and that funding is needed for analysis of the questionnaire and the possible payment of a consultant to progress this project. He suggested that meetings should be scheduled for the week prior to a full Town Council meeting.

The meeting went back into session at 7.48pm

17/425 To agree the location of the portrait of Mrs Juanita Maxwell-Phillips

As the portrait is unable to hang in the stairwell because of fire regulations, it was **resolved** unanimously that the wall in the Liz Tirard room would be a more appropriate site than the auditorium downstairs. The painting which is by Sir John Lavery has been expertly restored and is a valuable piece of art: Cllr Hopkins suggested that curtains might protect the painting. Cllrs Zarczynski and Taylor will hang the portrait and Cllr Kolek will organise an unveiling ceremony.

17/426 To receive reports from Members with Special ResponsibilitiesCllr Duncan Sheridan-Shaw

Cllr Sheridan-Shaw advised that he had been asked about entry tickets for the Honiton Show for members of the Dementia Action Alliance. The Acting Deputy Clerk has this in hand; the Acting Clerk asked Councillors if they wished the Town Council to be represented at the Show and it was agreed that Cllr Kolek and possibly Cllr Hopkins will help man the stand.

Cllr Mike Jones

Cllr Jones circulated a flyer giving information about a fund raising initiative by Honiton Dementia Action Alliance to raise £150k for an Admiral Nurse. He reported that the photos of new councillors are not yet on the website.

Cllr Terry Darrant

Cllr Darrant has received a letter of response from Punch Development regarding his concerns about the condition and security of Montgomeries. He reported that 43 charities, 20 local shops and market stalls will be involved in Charter Day. Volunteers would be welcomed at 7pm on 21st July to help put up bunting.

Cllr Vera Howard.

Cllr Howard reported that a party of 8 children and a teacher from our twin town in Germany had enjoyed a talk and lace demonstration at Allhallows Museum on 26th June. This was followed by a reception at The Beehive. Thanks were recorded to Mr Nix for the talk and Mr Howe for providing translation.

Cllr Sheila Edwards

Cllr Edwards had attended a useful conference in Southampton, organised by Hampshire Association of Local Councils and covering the topics of HR and employment issues, code of conduct and register of interests.

Cllr Caroline Kolek

Cllr Kolek has been looking at tourist information and website development and recommended that 'Task and Time' be set up to run the TIC website for Honiton. It was agreed that Cllr Kolek would email round the relevant documents and that this item would be put on the agenda for the next meeting for resolution.

Cllr Roy Coombs

Cllr Coombs reported that Himalayan balsam has been tackled in two areas. A site meeting with EDDC is to take place shortly concerning the missing footbridge near Oaklea.

There will be a footpath inspection in the Dowell Street area on Sunday 16th July.

Cllr John Taylor

Cllr Taylor raised a query about section 106 money availability from EDDC; the Acting Clerk advised that it is possible to have a share of funds if a Neighbourhood Plan is in place.

17/427 To receive the report of the Acting Town Clerk

The Acting Clerk advised that the bank mandate will need to be reviewed and that the signatories would need to go with him to the bank to make the changes.

He reported that he has had meetings with the Chairs of Committees and now has an understanding of the issues that need to be dealt with. He suggested that the best way forward would be to hold a 4 hour away day to review all issues and priorities to prepare an action plan. Council administration staff would be invited.

Following the away day session, the Acting Clerk will prepare a paper for the next Town Council meeting on 14th August for formal adoption.

17/428 To note correspondence received and to resolve any matters arisingGovernment

1. Electoral Review of East Devon – final recommendations

Devon County Council

2. ConnectMe business and economy bulletin June 2017
3. ConnectMe care and wellbeing bulletin June 2017

East Devon District Council

4. EDDC news release 19 June 2017

Other

5. NALC bulletins 21, 22, 23 & 24
6. NHS New Devon Healthy People June and July 2017

Late correspondenceNALC

1. Local Councils update

2. NALC CEO report on LGA Conference

Devon County Council

3. Trading Standards, National scams awareness month

East Devon District Council

4. Cllr Paul Diviani, LGA report

Members of the public left the meeting at 8.21pm; there was a short recess and the meeting resumed at 8.27pm

PART B MATTERS FOR DECISION

17/429 To receive a report from the Chairman of the Employment Sub-Committee and to agree the approach to staffing matters

Councillors discussed the report which had previously been circulated by the Acting Town Clerk. It was **unanimously resolved** to adopt the recommendations: proposed by Cllr Taylor, seconded by Cllr Jones.

17/430 To close the meeting

The meeting was closed at 9.05pm.