

HONITON TOWN COUNCIL

Minutes of the Extraordinary Meeting of the Town Council held at the Town Council offices, The Beehive, Dowell Street, Honiton on Monday 15th May 2017 at 7.00pm

Present

St Michael's Ward

Cllr Ken Hopkins
Cllr Jill McNally
Cllr John Taylor
Cllr Jackie Wadsworth
Cllr John Zarczynski (Chairperson)

St Paul's Ward

Cllr Henry Brown
Cllr Roy Coombs
Cllr Terry Darrant
Cllr Vera Howard
Cllr Mike Jones
Cllr Caroline Kolek
Cllr Duncan Sheridan-Shaw
Cllr Graham Smith

In Attendance

Cllr Phil Twiss – East Devon District Council & Devon County Council
14 members of the public
1 member of the press (Mr C Lawton – Midweek Herald)
Sarah Jenkins – Deputy Town Clerk

17/383 Election of the Town Mayor and signing of the Declaration of Office

Cllr Smith made a statement and proposed that all Councillors resign in order to let the people of Honiton decide the membership of the Town Council. Cllr Smith advised that in his view it was impossible for the people of the town to see the Town Council in a positive light. The proposal was seconded by Cllr Wadsworth.

The Chairperson [Cllr Brown] adjourned the meeting for five minutes

The meeting re-convened

The Chairperson advised that Cllr Smith's proposal would be discussed but no vote would be taken as resignation was a matter for Councillors on an individual basis rather than a corporate decision.

The following points were made during the discussion:

- Councillors had been elected to serve and should not resign
- The proposal put Councillors in an impossible position
- Councillors should not abandon the electorate who have put their trust in elected members
- The Council now has an opportunity to restore unity
- The Council is conducting an investigation which needs to be concluded

Cllr Smith resigned as a Member of the Town Council.

Cllr Wadsworth resigned as a Member of the Town Council.

Mr Smith and Mrs Wadsworth left the meeting at 7.16pm

Cllr McNally proposed that Cllr Zarczynski be elected Town Mayor. This was seconded by Cllr Howard.

Cllr Hopkins proposed that Cllr Brown be elected Town Mayor. This was not seconded. Cllr Brown thanked Cllr Hopkins and advised that he would not have accepted the nomination.

Signed Chair

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All voting voted in favour (1 abstention) and Council Zarczynski was elected Town Mayor for 2017 – 18. Cllr Zarczynski signed the Declaration of Acceptance of Office and took the Chair.

Cllr Kolek asked whether the Mayor would uphold the intention of the Employment Sub-Committee to invite Council employees to Away Days held during the year. The Mayor confirmed that employees would be invited to future Away Days.

17/384 Election of the Deputy Town Mayor (in the event that the vacancy arises) and signing of the Declaration of Office

The vacancy had not arisen.

17/385 To receive apologies for absence

Cllr Edwards (P); Cllr J Brown (EDDC)

17/386 To receive declarations of interest and receipt of requests for new DPI dispensations on items on the agenda

None received.

17/387 To note the resignations from the Town Council as follows:

Mrs Ashley Delasalle – resigned as a Member 8th May 2017

Mr Peter Halse – resigned as a Member 9th May 2017

Mr Luke Harvey-Ingram – resigned as a Member 9th May 2017

Mr David Perkins – resigned as a Member, as Council appointed Director of Honiton Community Complex Ltd and as temporary Responsible Financial Officer 8th May 2017

The resignations were noted.

17/388 To confirm that the Deputy Responsible Financial Officer takes on the role of Acting Responsible Financial Officer and to agree appropriate support for this role to ensure that the Town Council meets its legal obligations regarding the financial year end March 2017

Cllr Brown proposed that the Deputy Responsible Financial Officer takes on the role of Acting Responsible Financial Officer and that the Town Council agrees to provide all appropriate support necessary for the role. This was seconded by Cllr Hopkins and **WAS RESOLVED**.

4 members of the public and the press left the meeting at 7.31pm

17/389 To review the terms of reference of Council Committees, Sub-Committees and Working Groups for 2017 / 18 and their delegation authorities and to resolve the following recommendations as per the Deputy Town Clerk's briefing paper:

- a. **To agree the recommended changes to the committee structure and membership numbers**
- b. **To agree the terms of reference for each Committee, Sub-Committee or Working Group**
- c. **To agree delegated authority where required**
- d. **To appoint members to each Committee, Sub-Committee and Working Group**

A briefing paper with recommendations had been circulated in advance.

- a. Cllr McNally proposed that there shall be no maximum number of members of Committees, Sub-committees and Working Groups, with the exception of the Community Complex Overview Sub-Committee, the Community Engagement Forum and the Neighbourhood Plan Steering Group and that the Mayor and Deputy Mayor shall be ex officio members of all Committees and Sub-Committees. This was seconded by Cllr Hopkins and **WAS RESOLVED**.

Cllr Brown proposed that non-members of Committees and Sub-Committees may attend and participate at meetings, including Part B items, but not vote and that where a non-member is not able to attend a meeting they may submit concerns and questions to the Chairman and Clerk of the meeting beforehand for those matters to be considered at the meeting. This was seconded by Cllr Kolek and **WAS RESOLVED.**

Cllr Coombs proposed that a record of attendance at meetings for each council year be published at the end of the year. This was seconded by Cllr Hopkins and **WAS RESOLVED.**

- b. Cllr Brown proposed that the terms of reference of Committees, Sub-committees and Working Groups as set out in the briefing paper be approved. Cllr Taylor proposed that the terms of reference for the Policy Committee be amended to refer to version 1 of the SWAP report. The amendment was agreed. The proposal as amended was seconded by Cllr Kolek and **WAS RESOLVED.**
- c. Cllr Kolek proposed that delegated authority be approved as set out in the briefing paper. This was seconded by Cllr McNally and **WAS RESOLVED.**
- d. The following appointments were approved:

Policy and Resources Committee

Cllrs Coombs, Edwards, Hopkins, Howard, Taylor
Mayor and Deputy Mayor as ex officio

Finance Committee

Cllrs Coombs, Howard, Kolek, McNally, Taylor
Mayor and Deputy Mayor as ex officio

Planning Committee

Cllrs Coombs, Darrant, Hopkins, Howard, Jones, McNally
Mayor and Deputy Mayor as ex officio

Risk Management Sub-Committee

Cllrs Kolek, Taylor
Mayor and Deputy Mayor as ex officio

Employment Sub-Committee

Cllrs Kolek, Sheridan-Shaw
Mayor and Deputy Mayor as ex officio
It was also agreed to ask Cllr Edwards whether she wished to be appointed to this Sub-Committee

Community Engagement Forum

Cllrs Brown, Edwards

Street Market Overview Sub-Committee

Cllrs Howard, Kolek, Sheridan-Shaw
Mayor and Deputy Mayor as ex officio

Community Complex Overview Sub-Committee

Cllrs Jones, Kolek, Taylor

Open Space Working Group

Cllrs Brown, Coombs, Sheridan-Shaw, Taylor

Emergency Planning Working Group

Cllrs Kolek, Zarczynski

Finance Review Working Group

It was agreed that membership of the working group would remain the same
Cllrs Brown, Coombs, Kolek, Zarczynski

Neighbourhood Plan Steering Group

Cllrs Coombs, Kolek, Sheridan-Shaw

Allotments Working Group

Cllrs Coombs, Darrant, Hopkins

17/390 To confirm appointments of Council Members to Outside Bodies for 2017 / 18 and to appoint Councillors with special responsibilities

Councillors with special responsibilities were appointed as follows:

Arts and Culture – Cllr Sheridan-Shaw

Crime – vacancy

Health and Social Care (including domestic abuse, disabilities) – Cllr Jones

Environment (including recycling and waste disposal) and Open Spaces – Cllr Coombs

Sports – Cllr Zarczynski

Education and Young People – Cllr Brown

Footpaths (including P3) – Cllrs Coombs, Hopkins and McNally

Heritage – Cllr Darrant, Cllr Coombs

Tourism (including Friends of Honiton Railway Station) – Cllr Kolek

Councillors were appointed to Outside Bodies as follows:

Honiton Community Complex Ltd (the Beehive) – Directors

The meeting went out of session

Mr R Nix, as a current Council appointed Director, expressed the view that Directors appointed by the Council should be elected Members and that for this reason he wished to step down.

The meeting went back into session

Cllr Kolek expressed regret that Mr Nix wished to step down and thanked him for his work.

The Mayor thanked Mr Nix on behalf of the Town Council for the work he had done as Council appointed Director.

It was agreed that the two vacancies be discussed at the next Town Council meeting.

Allhallows Charity	Cllr Hopkins, Cllr McNally
Chamber of Commerce	Cllr Sheridan-Shaw
Charter Day	Cllr Darrant, Cllr Kolek
Citizens Advice	Cllr Jones
DALC Larger Councils Cttee	Cllr Edwards
DALC County Cttee	Cllr Edwards
Dementia Friendly Town s / g	Cllr Jones, Cllr Kolek, Cllr Sheridan-Shaw
East Devon CSP (LAG)	Cllr Brown, Cllr Zarczynski
Honiton Festival	Cllr Kolek, Cllr Sheridan-Shaw
Honiton Together	2 vacancies
Honiton United Charities	Cllrs Darrant, Hopkins, Howard, Jones, McNally, Taylor
Millennium Green	Cllr Brown, Cllr Sheridan-Shaw
Mullins Trust	It was agreed to contact the Mullins Trust regarding

Signed Chair

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	future representation
Senior Citizens Social Cttee	Cllr Howard
Senior Voice	1 vacancy
Thelma Hulbert Gallery	Cllr Kolek
Transition Town	1 vacancy
Tree Wardens	Cllrs Coombs, Darrant, Hopkins, McNally
TRIP	Cllr Taylor, Cllr Zarczynski
Twinning Association	Cllr Howard
Youth Services Volunteer Group	Cllrs Brown, Jones, Sheridan-Shaw
Honiton Hospital Friends	Cllr Jones

17/391 To close the meeting

The meeting was closed at 8.45pm.