

**Minutes of the Full Council Meeting of the Town Council on Monday 9th August
2021 at 7.00pm**

Present

St Michael's Ward

Cllr J Bonetta
Cllr L Dolby
Cllr H Hurford
Cllr A McCollum
Cllr J McNally
Cllr D Munge
Cllr A Proszowska
Cllr J Taylor
Cllr J Zarczynski (Chairman)

St Paul's Ward

Cllr P Carrigan
Cllr K Cloke
Cllr R Coombs
Cllr C Gilson
Cllr F Hanratty
Cllr S Keene
Cllr S Sexton

In attendance

Stephen Hill, Town Clerk
Heloise Marlow, Deputy Town Clerk
5 members of the public

21/113 Apologies for absence

None

21/114 Declarations of Interests

None

21/115 Dispensations

There were no grants of dispensation made by the Town Clerk in relation to the business of this meeting.

21/116 Public Question Time for items on the agenda

There were no public questions.

21/117 Reports from District and County Councillors

Cllr Twiss provided the following report – click [here](#).

Cllr Taylor queried the road closure signage for Gate to Plate on 21st August.

Cllr Twiss advised that he would look into this.

Cllr Twiss also confirmed that sandbags would be provided free of charge by EDDC.

Cllr Bonetta provided the following report – click [here](#).

21/118 Reports from Honiton Town Council Members with Special Responsibilities

Cllr Coombs provided the following report – click [here](#).

Following a query from Cllr McNally, the Town Clerk confirmed that the planning appeal/cattle market would be an agenda item for the next meeting

Members discussed grass cutting in Honiton.

21/119 Reports from Working Groups

None were provided

21/120 Correspondence: 9th July – 4th August 2021

Council **NOTED** the correspondence received.

21/121 Letters from Honiton Primary School

Members discussed the following:

- The letters were very impressive
- A working group could be set up to visit the school, invite some of the children to a Council meeting and discuss other ways of engaging with the school.

Members RESOLVED unanimously to set up a working group to respond to the letters received and discuss other ways of engaging with Honiton Primary School

Proposed by Cllr Bonetta and seconded by Cllr Cloke.

Members RESOLVED unanimously that the above Working Group be comprised of Cllrs Bonetta, Cloke, Proszowska, Hurford, Hanratty and Keene.

Proposed by Cllr Zarczynski and seconded by Cllr Sexton.

21/122 Minutes of the Full Council Meetings held on 15th July 2021

Cllr Cloke advised that she had a query regarding an exempt matter in the minutes

Members RESOLVED unanimously to take item 10 into exempt business.

Proposed by Cllr Cloke and seconded by Cllr Proszowska.

21/123 Review Working Group

Cllr Hurford presented her report – click [here](#).

Cllr Taylor queried paragraph 1 of the draft Terms of Reference.

Members RESOLVED unanimously to amend the draft Terms of Reference.

Proposed by Cllr Carrigan and seconded by Cllr Cloke.

Members RESOLVED unanimously to approve the Terms of Reference.

Proposed by Cllr Hanratty and seconded by Cllr Cloke.

21/124 Update on Market Superintendent Role

The Town Clerk presented his report:

- Mr Tom Hedger was stepping down as a volunteer Market Superintendent on 19th August 2021.
- The appointment of a new Market Superintendent was a later item on the agenda.

Cllr Munge noted that the applicant for the role had come forward via Mr Tom Hedger and a market trader rather than via the advertisements for the position.

21/125 Sandbags

Cllr Zarczynski advised as follows:

- He was currently the afterhours contact for the provision of sandbags which are held in the office.
- To assist members of the public requiring sandbags he was proposing to store these in a secure container outside the office with a provision of sand. Members of the public could then contact Cllrs to have sandbags filled with sand during or out of office hours. A charge would have to be made for the sand but not the sandbags which were provided free of charge by EDDC.

Members RESOLVED unanimously to store sandbags and a provision of sand in a secure contained outside the Council offices for use by Members of the public with a charge being levied for the sand provided.

Proposed by Cllr Keene and seconded by Cllr Proszowksa.

21/126 Grants

The Chairman confirmed that the grants policy provided was the same policy as in previous years.

(a) Members RESOLVED unanimously to approve the Grants Policy including timetable/sequence.

Proposed by Cllr McNally and seconded by Cllr Sexton.

(b) Members RESOLVED unanimously to open applications for Grant funding 2021/22

Proposed by Cllr Taylor and seconded by Cllr Hanratty.

21/127 Q1 2021/22 Financial Report

Members NOTED the:

- (a) Q1 2021/22 financial report; and
- (b) Reconciliation of accounts to end of June 2021 – Current, Nationwide & Savings Accounts.

21/128 Accounts

Cllr Munge requested more detail regarding three payments:

- Law at Work Ltd
- HR Services Partnership
- Hope & May

The Town Clerk confirmed that the payment to Law at Work Ltd was for a second legal opinion, the payment to HR Services Partnership was according to the framework agreement entered into by the Council and the payment to Hope & May was for advice regarding GDPR, Freedom of Information Requests and the like.

Members RESOLVED unanimously to approve the schedule of payments.

Proposed by Cllr Carrigan and seconded by Cllr McNally

21/129 Members RESOLVED unanimously to take the following item into exempt business

Proposed by Cllr Gilson and seconded by Cllr Cloke.

21/130 Minutes of the Full Council Meeting held on the 15th July 2021

Members RESOLVED to review Resolution 21/111 in 6 months' time.

For: 11. Against 5, Abstentions 0.

Proposed by Cllr Hurford and seconded by Cllr Keene.

Cllr Bonetta agreed to a footnote to his report confirming that the EDDC consultation on the public toilets would run to 1st October 2021 as this had now been confirmed. The information he gave at the meeting on the 15th July was correct at the time.

Cllr Taylor requested that it be recorded that the Welcome Back Funding project and ideas list approved under item 21/105 was compiled by Cllr Coombs and Cllr McNally.

Members RESOLVED to amend minute number 21/105 to record that the Welcome Back Funding project and ideas list approved under item 21/105 was compiled by Cllr Coombs and Cllr McNally.

For: 15. Against 0. Abstentions 1.

Proposed by Cllr Cloke and seconded by Cllr Hanratty.

21/131 Delegation of Authority (Employment Tribunal case 1406620/2020)
Members RESOLVED to approve the delegation of authority to the Town Clerk (in consultation with Cllrs Hurford, Hanratty and Sexton) to respond to, provide information and commit the Town Council on all matters relating to the Employment Tribunal (case 1406620/2020) preliminary telephone hearing (September 2021).

For: Bonetta, Cloke, Hanratty, Hurford, Keene, Munge, Proszowska, Sexton.

Against: Carrigan, Coombs, Dolby, Gilson, McNally, Taylor, Zarczynski.
Abstentions: McCollum.

For: 8, Against 7, Abstentions 1.

Proposed by Cllr Sexton and seconded by Cllr Hanratty.

21/132 Christmas Lights and Trees

(a) Members RESOLVED unanimously that Christmas Lights Working Group composed of Cllrs Cloke, Proszowska, Keene and Hanratty compose the membership of the Christmas Lights Working Group.

Proposed by Cllr Sexton and seconded by Cllr McCollum.

Members RESOLVED unanimously to convene a meeting of the Christmas Lights Working Group.

Proposed by Cllr Keene and seconded by Cllr Sexton.

(b) Members RESOLVED unanimously to approve, in accordance with clauses 11.1a) ii and 11.1c) of the Council's Financial Regulations, that the requirement for competitive tendering, in respect of specialist provision of Christmas Lights and Trees/Lights, will be waived;

Proposed by Cllr Taylor and seconded by Cllr Zarczynski.

(c) Members RESOLVED unanimously to award contracts for (i) PAT testing of Christmas Lights; (ii) provision, erection and removal of Christmas Trees/Lights; and (iii) erection and removal of Christmas Lights.

Proposed by Cllr Hurford and seconded by Cllr Hanratty.

21/133 Market Superintendent

Members RESOLVED unanimously to confirm the appointment of Mr L Leppington at Market Superintendent.

Proposed by Cllr Hanratty and seconded by Cllr Proszowska.

21/134 To close the meeting.

The meeting was closed at 8.50pm.