

**Minutes of the Town Management Committee Meeting of the Town Council
held on Monday 1st November 2021 at 7.00pm**

Present

St Michael's Ward

Cllr D Munge
Cllr A Proszowska

St Paul's Ward

Cllr R Coombs

In attendance

Heloise Marlow, Deputy Clerk
Cllr S Sexton
Cllr J Bonetta (via Zoom)
Cllr K Cloke (via Zoom)
Cllr T McCollum (via Zoom)

21/01/TM Chair

Cllr Proszowska nominated Cllr McCollum, and this was seconded by Cllr Munge. As Cllr McCollum was not physically in attendance at the meeting, the Deputy Clerk advised that he would not be able to accept the nomination.

Members RESOLVED unanimously to defer the election of the Chair to the next Town Management meeting.

Proposed by Cllr Proszowska and seconded by Cllr Munge.

Members RESOLVED unanimously to elect Cllr Coombs as Chair for the remainder of the meeting.

Proposed by Cllr Proszowska and seconded by Cllr Munge.

21/02/TM Vice Chair

Members RESOLVED unanimously to elect Cllr Coombs as Vice-Chair of the Town Management Committee

Proposed by Cllr Proszowska and seconded by Cllr Munge.

21/03/TM Apologies for absence

Apologies for absence were received from Cllr Bonetta, Cllr McCollum, (St Michael's Ward) and Cllr Cloke and Cllr Hanratty (St Paul's Ward).

21/04/TM Declarations of Interests

None

21/05/TM Dispensations

There were no requests for, or grants of dispensations made by the Town Clerk in relation to the business of the meeting.

Signed Chair

Date

- 21/06/TM Public Question Time for items on the agenda**
There were no public questions.
- 21/07/TM Minutes of the Town Management Committee held on 23rd November 2020.**
Committee RESOLVED unanimously to refer approval of the accuracy of the minutes of the Town Management Committee meeting held on 24th March 2021 as published and circulated with the agenda to Full Council.
Proposed by Cllr Coombs and seconded by Cllr Proszowska.
- 21/08/TM Terms of Reference (ToR)**
Committee considered and amended as necessary the existing TOR including paragraph 1 and paragraph 4 removing the reference to “all matters” and replacing this with confirmation that the Town Management Committee would deal with matters listed unless they are identified in the TOR of another committee.
Members RESOLVED unanimously to defer approval of the Terms of Reference for recommendation to Full Council to the next meeting of the Town Management Committee.
Proposed by Cllr Coombs and seconded by Cllr Proszowska.
- 21/09/TM Frequency and day/ time of meetings**
Members RESOLVED unanimously to defer this item to the next Town Management Committee meeting.
Proposed by Cllr Coombs and seconded by Cllr Proszowska.

Members RESOLVED unanimously to hold a meeting of the Town Management Committee on 18th November 2021 at 7pm.
Proposed by Cllr Munge and seconded by Cllr Proszowska.
- 21/10/TM Budget setting 2022-2023**
Committee considered the draft budget headings under Town Management and discussed the following:
- Website/IT Support/Backup is probably the remit of the Finance and Policy Committee.
 - Allotments comes under the remit of the Green and Open Spaces Committee.
 - Youth support has been identified as part of the grant process which comes under the remit of the Finance and Policy Committee.
 - Grants comes under the remit of the Finance and Policy Committee.

Members RESOLVED to defer the further consideration of the budget headings under the remit of the Town Management Committee and their recommendations to Finance and Policy Committee on 29th November 2021 in respect of the budget and precept setting to the next meeting of the Town Management Committee.

Proposed by Cllr Coombs and seconded by Cllr Proszowska.

21/11/TM Members RESOLVED unanimously to extend the meeting until 9.30pm.

Proposed by Cllr Proszowska and seconded by Cllr Coombs.

21/12/TM Project Review and Prioritisation

Members considered the list of current and proposed work with a view to providing the Finance & Policy Committee with information as to what should be in the work programme and its prioritisation.

Members **RESOLVED unanimously that a recommendation should be made to the Finance and Policy Committee that the following be added to the work programme**

- 1. Provision of a Tourist Information Centre**
- 2. Maintenance of bus shelters**
- 3. Works to High Street/Pottery Close junction**
- 4. Town Centre water channels**
- 5. Joslin Road telephone box.**

Proposed by Cllr Coombs and seconded by Cllr Proszowska.

Members RESOLVED unanimously that a recommendation should be made to the Finance and Policy Committee that the following be added to the work programme

- 1. Street Art**
- 2. Appointment of a Social media administrator**
- 3. Honiton signs.**
- 4. Honiton War Memorial.**
- 5. Restoration of grave memorials in Honiton**
- 6. Installation of additional street lighting.**

Proposed by Cllr Proszowska and seconded by Cllr Coombs.

21/13/TM To close the meeting

The meeting was closed at 9.30pm.