

To all Members of Honiton Town Council
An **Extraordinary** meeting of **Honiton Town Council** to which you are summoned, will be held at The Beehive, Dowell Street, Honiton on **Monday 28th February 2022 commencing at 7.00pm** to transact the following business.

This meeting will be a physical face to face meeting, which can also be viewed via Zoom.

Download this:

<https://us06web.zoom.us/j/89218070367?pwd=UzFIK2x2d1g0UWxIK0ICRXNIUCt2dz09>

Meeting ID: 892 1807 0367

Passcode: 161897

Date: 23rd February 2022

Serena Sexton

Serena Sexton
Chairman

AGENDA

If members of the public make a representation to the meeting or simply attend, they will be deemed to have consented to being audio recorded. Voting will also take place by a show of hands and the Clerk will indicate that the votes have been counted.

- 1. Apologies for absence**
To **RECEIVE** apologies and **RESOLVE** to approve any reasons for absence.
- 2. Declarations of Interests**
To **RECEIVE** any declarations of interest.

Members are reminded that if they have a Disclosable Pecuniary Interest (DPI) (on their register of interest or otherwise) relating to any item on the agenda they are prevented from participating in any discussion or voting on that matter at the meeting as to do so would amount to a criminal offence. Similarly, if you are or become aware of a DPI in a matter under consideration at this meeting which is not on your register of interests or is in the process of being added to your register you must disclose such interest at this meeting, leave and not Vote on the item

and register the DPI within 28 days. Similarly, other Personal Interests should be declared at this meeting.

3. Dispensations

To **NOTE** the grant of dispensations made by the Town Clerk in relation to the business of this meeting.

4. Public Question Time for items on the agenda

Questions relating to items on the agenda may be asked at the meeting, at the discretion of the Mayor or meeting chairman. No more than 3 minutes will be allowed for any person speaking and normally up to a total of 15 minutes will be permitted. The council may respond verbally at the meeting or subsequently in writing.

Members of the public will be allowed to speak at the beginning of the meeting in the usual way. To ensure the smooth running of the meeting, members of the public should provide their questions in writing prior to midday on the day of the meeting. Questions received after midday will not be tabled at the meeting.

5. Reports from District and County Councillors

Council is asked to **NOTE** (and may ask questions on) the report/s from District and County Councillors.

6. Reports from Honiton Town Council Members with Special Responsibilities and/or on Outside Bodies

Council is asked to **NOTE** any report/s from Town Councillors with Special Responsibilities and/or on Outside Bodies.

7. Correspondence: 13th January 2022 – 23rd February 2022

Council is asked to **NOTE** that there have been no matters of correspondence (on matters not otherwise included on this Agenda) received by the Council since last Full Council (copies are available at the Council offices).

8. Minutes of the Full Council Meetings held on [10th January 2022](#) and [17th January 2022](#)

Council is asked to **RESOLVE** to approve for accuracy the minutes of the Full Council Meetings held on 10th January 2022 and 17th January 2022 as published and circulated with this agenda.

9. Minutes of Planning Committee

Council is asked to **RESOLVE** to approve for accuracy the minutes of the Planning Committee held on [27th April 2021](#) and [18th January 2022](#) as published and circulated with this agenda.

10. Minutes of Town Management Committee

Council is asked to **RESOLVE** to approve for accuracy the minutes of the Town Management Committee held on [13th January 2022](#) as published and circulated with this agenda.

11. Minutes of Previous Meetings

Council is asked to **NOTE** the minutes of the:

- [Strategy Committee, 12th January 2022](#)

12. [Membership on Committees/Working Groups/ Special Responsibilities/ Representation on Outside Bodies](#)

Council is asked to **NOTE** changes to Membership on Committees, Working Groups, Councillors with Special Responsibilities and Representation on Outside Bodies (see attached) and is asked to **RESOLVE** any new Members in those roles.

13. East Devon District Council (EDDC) Consultation on its Draft Code of Conduct

Council is asked to **RESOLVE** any comments it wants to make by 14th March 2022 on the EDDC consultation on its draft Code of Conduct.

<https://eastdevon.gov.uk/community-engagement/councillor-code-of-conduct-consultation/>.

14. Honiton Chamber of Commerce

Council is asked to **NOTE** correspondence from Honiton Chamber of Commerce dated [12th and 29th January 2022](#) and is asked to **RESOLVE** to become a member of the Honiton Chamber of Commerce.

15. [Emergency Plan](#)

Council is asked to **RESOLVE** to approve the revised Emergency Plan.

16. [Community Asset](#) and [Planning Application](#): Cattle Market Site

At its meeting 8th March 2021 Full Council decided to nominate the Honiton Livestock Market site at Silver Street, Honiton, for addition to the List of Assets of Community Value held by East Devon District Council (EDDC). Council is asked to **NOTE** the EDDC decision “that the nomination is not a Community Asset and is placed on the unsuccessful nomination register as such”.

In addition, Council is asked to **NOTE** the recent (December 2021) Order following High Court challenge of the Planning Inspectorate’s decision (August 2021) to Refused the Application and there will be another Appeal hearing on the initial Non-Determination of the Planning Application by EDDC submitted by Churchill Retirement Living

17. Kilmington Neighbourhood Plan

Council is asked to **RESOLVE** to delegate authority to the Planning Committee to make any Town Council consultation comments on the Regulation 16 submitted Plan by 30th March 2022.

[Neighbourhood Plans being produced in East Devon - Kilmington - East Devon](#).

18. Government consultation on the Glover Landscapes Review

Council is asked to **RESOLVE** to delegate authority to Members of the Green & Open Spaces Committee to provide any consultation comments on the Government’s Response to the Landscapes Review by 9 April 2022.

[Government response to the Landscapes Review - Defra - Citizen Space](#)

19. [S106 and Community Infrastructure Levy \(CIL\)](#)

Council is asked to [NOTE an update](#) on S106 financial contributions and CIL payments.

20. Bank Mandates

Council is asked to **RESOLVE** to delegate to the Town Clerk to agree with Councillors which Councillors be authorised as bank account signatories, to authorise payments.

21. [Q3 2021/22 Financial Report](#)

Council is asked to **NOTE** the:

- (a) [Q3 2021/22](#) financial report; and
- (b) reconciliation of accounts to end December 2021 – [Current, Nationwide & Savings Account](#).

22. Exempt Business

Council is asked to **RESOLVE** that under section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for items of business in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraph 1 and 8 of schedule 12A to the Local Government Act 1972 (see section 1 and part 1 of schedule 1 to the Local Government (Access to Information) Act 1985, as amended by the Local Government (Access to Information) (Variation) Order 2006.

23. Honiton Community Complex (HCC) Grant Application

Council is asked to **RECEIVE** a report on the HCC request 4th October 2021 for Grant funding (reported to Finance & Policy Committee 13th October 2021) and to **RESOLVE** to approve any Recommendations from Finance & Policy Committee.

24. Beehive Management

Council is asked to **RECEIVE** an update, and report from the Representative on Outside Body (HCC), on the Council for managing the Beehive arrangements (timeline, use, costs and options) and to **RESOLVE** any actions.

25. To close the meeting

Reminder for Members

- You must declare the nature of any disclosable pecuniary interests. (Under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners). You must also disclose any personal interest.
- You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered.

- Make sure you say what your interest is as this has to be included in the minutes. (For example, 'I have a disclosable pecuniary interest because this planning application is made by my husband's employer'.)
- If your interest is a disclosable pecuniary interest you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Clerk or Deputy Clerk.
- Confidential information can be viewed at the Town Council Office during public opening hours of 10am – 1pm or by pre-arranged appointment for outside office hours.

**PLEASE NOTE THAT MEMBERS OF THE PUBLIC ARE WELCOME
TO ATTEND THIS MEETING AS OBSERVERS**

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting.

Members of the public exercising their right to speak during Public Question Time may be recorded.

Copies of this document are available in large print on request
COPIES OF ALL RELEVANT PAPERS MAY BE ACCESSED AT www.honiton.gov.uk
OR VIA THE TOWN COUNCIL OFFICE