

**Minutes of the Full Council Meeting of the Town Council on Monday 14th
March 2022 at 7.00pm**

Present

St Michael's Ward

Cllr L Beigan
Cllr J Bonetta
Cllr J Brown
Cllr R Fowles
Cllr H Hurford
Cllr T McCollum
Cllr C Maunder
Cllr A Proszowska

St Paul's Ward

Cllr K Cloke
Cllr J Furneaux-Gotch
Cllr D Hulin
Cllr S Keene
Cllr C Kolek
Cllr S Sexton

In attendance

Stephen Hill, Town Clerk
Heloise Marlow, Deputy Town Clerk
Cllr P Twiss
Representative from eat:Festivals – Bev Milner-Simonds
9 members of the public (in person)
11 members of the public (via zoom)

21/383 A 1 minute silence was held for the war in Ukraine.
The Chair welcomed the newly elected Councillors in St Michael's Ward.

21/384 Apologies for absence
Cllr D Munge - Personal
Cllr T Howard– Personal

21/385 Declarations of Interests
Cllr J Bonetta – Personal Interest (Item 21/393, 21/399 and 21/405)
Cllr T McCollum – Personal Interest (Items 21/399, 21/403 and 21/405)
Cllr S Sexton – Personal Interest (Items 21/403, 21/ 405 and 21/408)

21/386 Dispensations
There were no grants of dispensations made by the Town Clerk in relation to the business of this meeting.

21/387 Public Question Time for items on the agenda
Mr J Rider raised the attached question.

Cllr Sexton thanked Mr Rider and advised him that he had the support of the Town Council. Both Cllrs Twiss and Bonetta confirmed that they would respond as part of their reports later in the meeting.

21/388 Reports from District and County Councillors

Cllr Twiss provided the attached report. In addition, he congratulated the new Councillors on their election. He added that the government website for the Ukrainian refugee scheme is now live. There are some gaps but the situation is moving very fast and he will continue to provide update regularly.

Cllr Bonetta provided the attached report. He confirmed that he had also been contacted by numerous residents/stakeholders offering assistance to Ukrainian refugees. There is an online form for those wishing to welcome Ukrainian refugees with an optional £350 per month payment/allowance from 18th March 2022. He was also working with community leaders/stakeholders and the housing department at EDDC.

Cllr Proszowska raised an individual case of a family trying to get an elderly relative out of Poland who was unable to get to the visa processing centre and then queue for several hours, stating that the system is too complicated.

Cllr Twiss reiterated that matters were moving quickly and the procedure for visas would need to be relaxed. He did not have all the information to hand but would continue to provide updates. Whilst he cannot get involved in individual cases, he offered to speak to Cllr Proszowska separately.

21/389 Gate to Plate 2022

An update to the event was provided by a representative from eat;festivals: Bev Milner-Simonds

- This would be the 3rd Gate to Plate event.
- The event would again be free to attend for visitors and highlight local producers.
- The event would take place on 22nd August 2022.
- Currently the event is 92% booked.
- This year it is proposed to hold the event on the High Street between New Street and Kings Road. This will mean no change to the usual street market.
- A road closure permit was being applied for from DCC.

Cllr Cloke supported the moving of the event to allow the street market to remain in its usual place but queried how many of the 92% who had booked stands were local producers.

Ms Milner-Simonds confirmed that 80% were located within 30 miles of Honiton and that the producers had to show proximity to Honiton to qualify. Some local producers may not have qualified as they signed up too late or due to duplication of offering.

21/390 Yes1 Event Update

Cllr Sexton provided the following update:

- This would be held on 2nd April 2022 at the Beehive.
- The event has been advertised on social media and is open to the public.
- YES stands for Your Energy Supplies.
- There will also be a spring market on the High Street on the day.
- The Beehive café will be open serving teas, coffees and cakes.
- She urged as many Cllrs and members of the public as possible to support the event.

21/391 Reports from Honiton Town Council Members with Special Responsibilities and/or on Outside Bodies

None were provided.

21/392 Reports and Recommendations from Working Groups

Cllr Cloke provided a report from the Queen's Platinum Jubilee Working Group – see attached.

Members RESOLVED unanimously to add the following members to the group: Jenny Lane, Jason Hannay, Fran Keene, Kirsty Jones, Iain Sparks, Vikky Sparks and Lucy Knight.

Proposed by Cllr McCollum and seconded by Cllr Proszowska.

Members RESOLVED unanimously for the QPJWG to use a separate email address and Facebook page to advertise the event.

Proposed by Cllr Kolek and seconded by Cllr Proszowska.

Members RESOLVED unanimously to issue the press release as set out in the report to go out in the Midweek Herald, Nub News and the Honiton & Village News.

Proposed by Cllr Proszowska and seconded by Cllr Bonetta.

Members RESOLVED unanimously that the Clerk or Deputy Clerk (in consultation with the QJWG) applies for the relevant Premises

Licences for the High Street, Events Licences for Allhallows and also PRS licence for both sites if required.

Proposed by Cllr Bonetta and seconded by Cllr Keene

Members RESOLVED unanimously to agree the sponsorship packages letter.

Proposed by Cllr McCollum and seconded by Cllr Keene.

Members RESOLVED unanimously to purchase a Beacon at a cost of £500 for the Queen's Jubilee.

Proposed by Cllr Hurford and seconded by Cllr Proszowska.

Report from Market Working Group – attached

Members RESOLVED unanimously to employ Trudi Steer to promote the market on social media

Proposed by Cllr McCollum and seconded by Cllr Cloke

Members RESOLVED unanimously that Cllr J Furneaux-Gotch be added as a member of the Market Working Group.

Proposed by Cllr Cloke and seconded by Cllr Bonetta.

21/393 Correspondence: 24th February 2022 – 9th March 2022

Members **NOTED** the item.

21/394 Minutes of the Full Council Meetings held on 14th February 2022 and 28th February 2022

Members RESOLVED to approve the minutes of the Full Council meeting on the 14th February 2022.

Proposed by Cllr Cloke and seconded by Cllr Keene.

For: 5, Against 0, Abstentions 9.

Members RESOLVED to approve the minutes of the Full Council meeting on the 28th February 2022.

Proposed by Cllr Hurford and seconded by Cllr McCollum.

For: 9, Against 0, Abstentions 5.

21/395 Minutes of Previous Meetings

Members **NOTED** the item.

21/396 Membership on Committees/Working Groups/Special

Responsibilities/Representation on Outside Bodies

Members RESOLVED unanimously for Cllr Bonetta to be the Town Council's representative for Citizens Advice Bureau

Proposed by Cllr Sexton and seconded by Cllr Kolek.

Members RESOLVED unanimously for Cllr Fowles to join the Town Management Committee and be a Council representative for Honiton United Charities.

Proposed by Cllr Sexton and seconded by Cllr Proszowska.

Members RESOLVED unanimously for Cllr Maunder to join the Town Management Committee.

Proposed by Cllr Proszowska and seconded by Cllr Kolek.

Members RESOLVED unanimously for Cllr Hulin to be the Council representative for the Millenium Green.

Proposed by Cllr Proszowska and seconded by Cllr Cloke.

Members RESOLVED unanimously for Cllr Beigan to be the Council representative for Primary Care Mental Health.

Proposed by Cllr Proszowska and seconded by Cllr Cloke.

Members RESOLVED unanimously for Cllr McCollum to join the Strategy Committee.

Proposed by Cllr Proszowska and seconded by Cllr Cloke.

Members RESOLVED unanimously for Cllr Kolek to join the Climate Change Working Group.

Proposed by Cllr Sexton and seconded by Cllr Cloke.

Cllr Jenny Brown confirmed that she was attending the forthcoming East Devon Line Forum meeting.

21/397 Date for Annual Council

The Town Clerk confirmed that at this meeting Members would elect the Chairman/Mayor for 2022/23 and decide on the composition of Committees and working groups.

Members RESOLVED unanimously to hold the Annual Council meeting on 9th May 2022

Proposed by Cllr Sexton and seconded by Cllr McCollum

21/398 Date for Annual Town Meeting

The Town Clerk confirmed that grant recipients and representatives from outside bodies would be invited to attend this meeting.

Members RESOLVED unanimously to hold the Annual Town Meeting on the 25th April 2022.

Proposed by Cllr Hurford and seconded by Cllr McCollum.

21/399 Recommendations from Strategy Committee and/or Town Management Committee March 2022

Members RESOLVED unanimously as required by the Service Level Agreement (the Beehive) (HTC/HCC), Clause 5 (Review Meetings) and the Committee's Terms of Reference to appoint Cllrs Hurford and Howard to attend Review Meetings representing the Council

Proposed by Cllr McCollum and seconded by Cllr Keene.

Members unanimously RESOLVED to ask each Committee to propose budget adjustments 22/23 and to promote another all Councillor briefing.

Proposed by Cllr Keene and seconded by Cllr Bonetta

Members RESOLVED to send a letter of objection to the Planning Inspectorate in relation to application 20/2410/MFUL- Demolition of existing structures and redevelopment to form 57 retirement living apartments for older persons including communal facilities, parking and landscaping. Honiton Cattle Market, Silver Street, Honiton.

Proposed by Cllr McCollum and seconded by Cllr Cloke

For:9, Against 1; Abstentions 4

21/400 Corporate Risk Assessment: Revision
Members RESOLVED to approve the revised Corporate Risk Assessment.

Proposed by Cllr Bonetta and seconded by Cllr Kolek

For: 13, Against 0, Abstention 1.

21/401 Referral to Information Commissioner's Office (ICO)
Members **NOTED** the FOI request which had been referred to the ICO

21/402 AGAR 2021/22
Members **NOTED** the item.

Cllr McCollum and the Town Clerk left the meeting at 20.29pm

21/403 Accounts
Members RESOLVED to approve the schedule of payments.
Proposed by Cllr Bonetta and seconded by Cllr Keene
For 12, Against 0, Abstentions 1.

Cllr McCollum and the Town Clerk returned to the meeting at 20.31pm

21/404 Exempt Business
Members RESOLVED unanimously to take the following items into Exempt Business.
Proposed by Cllr Keene and seconded by Cllr Cloke

Cllr Sexton stepped down as Chair of the meeting in favour of Cllr Hurford (Deputy Chair)

21/405 Beehive Management
Members received an update.

- 21/406 **Members RESOLVED unanimously to extend the meeting until 9.30pm.**
Proposed by Cllr Bonetta and seconded by Cllr McCollum.
- 21/407 **AGAR 19/20 External Audit background report**
Members **NOTED** the report.
- 21/408 **Bailey Partnership summary report**
Members **NOTED** the report.
- 21/409 **Referral to Information Commissioner's Office (ICO)**
Members RESOLVED to agree the proposed lines of response to the ICO.
Proposed by Cllr Cloke and seconded by Cllr Keene.
- Cllr Sexton resumed the chairing of the meeting.
- 21/410 **IT contract award**
Members RESOLVED unanimously to approve the recommendation of the Strategy Committee regarding the contract for IT support services.
Proposed by Cllr Bonetta and seconded by Cllr McCollum.
- 21/411 **Pay Award and increments**
Members **NOTED** the nationally negotiated annual pay award for 2021/22.
Members discussed the proposed salary increments.
Members RESOLVED to award the annual increments and that both Town Clerk's Assistant's the same pay scale.
Proposed by Cllr Bonetta and seconded by Cllr Kolek.
For 8, Against 5, Abstentions 1.
- Members RESOLVED unanimously to approve the salary increments for 2022/23.**
- 21/412 **To close the meeting**
The meeting closed at 21.30pm.