

**Minutes of the Full Council Meeting of the Town Council on Monday 10th July
2023 at 7.00pm**

Present

St Michael's Ward

Cllr J Brown
Cllr J Fotheringham
Cllr H Hurford
Cllr N Ingham
Cllr T McCollum
Cllr L Passmore-Smart
Cllr R Sexton
Cllr L Wakefield

St Paul's Ward

Cllr K Cloke
Cllr S Craddock
Cllr R Coombs
Cllr S Keene
Cllr A Pearsall
Cllr S Sexton

In attendance

Stephen Hill, Town Clerk
Heloise Marlow, Deputy Town Clerk
2 members of the public
2 members of the public (Zoom)
Cllr P Twiss (DCC)
Cllr V Bonetta (EDDC)

23/76 Apologies for absence

Cllr D Hulin (personal)
Cllr C Kolek (personal)
Cllr C Maunder (personal)
Cllr S Thorne (personal)

Members RESOLVED unanimously to approve the apologies received

Proposed by Cllr S Sexton and seconded by Cllr McCollum

23/77 Declarations of Interests

Cllr S Sexton – Pecuniary Interest (Item 23/99). Cllr S Sexton confirmed that she would leave the meeting during the discussion of this item.
Cllr R Sexton - Pecuniary Interest (Item 23/99). Cllr R Sexton confirmed that he would leave the meeting during the discussion of this item.
Cllr J Brown – Pecuniary Interest (Item 23/99).
Cllr T McCollum – Personal Interest (Items 23/82 and 23/93).
Cllr S Keene – Personal Interest (Item 23/93).

23/78 Dispensations

The Clerk confirmed that he had granted Cllr J Brown a dispensation in relation to item 23/99 which allowed Cllr Brown to remain in the meeting whilst this agenda item was being discussed to debate the item but would prevent her from voting.

23/79 Public Question Time for items on the agenda

None received.

23/80 Reports from District and County Councillors

Cllr P Twiss provided [the attached report](#). In addition, Cllr Twiss advised:

- The school crossing works at Clapper Lane would commence on the 21st October 2023.
- DCC representatives would be attending the meeting regarding car parking charges proposal on the 19 July at 12.30pm. Councillors who are unable to attend the meeting can send in questions.

Cllr Bonetta provided [the attached report](#).

Cllr Keene asked what could be done to assist Honiton Football Club with their application for planning permission for new pitches. Whilst EDDC was granting permission for new housing, no new infrastructure was being provided and the Club needed new pitches.

Cllr Twiss confirmed that the issue had been ongoing since 2010. Solutions could lie with the new Local Plan, EDDC's Playing Pitch Strategy and S106 monies.

Cllr Brown reported on the EDDC Waste analysis report and that EDDC would be sending out bin hangers with information over a 3-week period to encourage more recycling.

Cllr Twiss left the meeting at 17.16pm

23/81 Reports from Honiton Town Council Members with Special Responsibilities and/or on Outside Bodies

Cllr Passmore-Smart advised:

- the skate park required repair/cleaning/updating. There had been issues with anti-social behaviour, so the Police were increasing their patrols.
- In conjunction with Cllrs Wakefield, S Sexton, Thorne and Craddock a CIC was being formed to provide a Youth Café in Honiton which would be free to attend. Fundraising for this was in progress.

Cllr Cloke provided the [attached report](#) re Allhallows.

Cllr McCollum advised that there would be a grumblewalk around Honiton at 3pm on Wednesday 19th July.

Cllr Sexton issued a reminder about Charter Day and the Civic Visit from Mezidon-Canon.

Cllr Wakefield

- had attended the Honiton Dementia Friendly Group online event and would be promoting the charity, Memory Café and Alzheimer's Nurse at Charter Day.

- The charity had a new planter at Honiton Station, a new Volunteer handbook, kite mark, and were now part of the Devon memory café consortium.
- Admiral Nurse funding now split between RD&E, Dementia UK and Dementia Friendly Honiton.
- The charity is training a paid member of staff. They were not attending Honiton Show but had asked if HTC could have some of their literature on the stand?

Cllr Craddock:

- Advised of the consultation in progress regarding the proposed closure of the Railway ticket office.
- Honiton GP surgery were holding an open evening at the Beehive on 13th September 2023 between 6-8pm. This would be a Question & Answer session regarding the running of the surgery and for the Surgery to explain the issues they had currently. The surgery were carrying out a patient survey. Could HTC advertise the date and share the information provided?

Cllr Bonetta left the meeting at 7.30pm

23/82 Reports and Recommendations from Working Groups and Meetings.

Members **NOTED** the Maintenance Working Group Minutes [attached](#) and the Street Art Working Group minutes [attached](#).

a) Market Working Group 27th June 2023

i) Members RESOLVED unanimously that the Christmas Market be held on the same day as the Christmas Lights switch on, Saturday 18th November 2023.

Proposed by Cllr Cloke and seconded by Cllr Passmore-Smart

ii) Members RESOLVED unanimously for the Market Superintendent to look at advertising the event in the Midweek Herald, on Nub News, in the Honiton and Village News, in the East Devon Residents publication and to look at getting banners.

Proposed by Cllr Cloke and seconded by Cllr McCollum.

b) Maintenance List v2 27.6.23

Councillor Coombes queried whether item 9 included missing fingerposts on unclassified roads and public ways. Cllr Cloke confirmed that these would be included.

The Town Clerk asked Members to note that this was V2 of the list and that further versions would be provided to members as the document was amended.

Members RESOLVED unanimously to approve the Maintenance List v2 27.6.23.

c) Members NOTED the minutes of the Allotments Annual Meeting 1st June 2023.

d) Footpath Working Group 20th June 2023

Cllr Coombs asked if the request to add UCRs in Honiton to the P3 agreement was limited to the 4 UCR's inspected by Honiton Town Council namely Hutgate Lane, Tunnel Lane, Northcote Lane and Wadmore Lane. This was confirmed by the Deputy Clerk.

i) Members RESOLVED unanimously to request that DCC add Hutgate Lane, Tunnel Lane, Northcote Lane and Wadmore Lane to the P3 agreement.

Proposed by Cllr Fotheringham and seconded by Cllr Brown.

e) Volunteering Working Group 30th June 2023

Cllr Cloke provided [the attached report](#).

f) Green & Open Spaces Committee 19 June 2023

i) Members RESOLVED unanimously to pursue an application for trees/hedges from the Woodland Trust.

Proposed by Cllr Cloke and seconded by Cllr Passmore-Smart.

ii) Members RESOLVED to accept the amendment to the motion proposed that a public consultation process be instigated relating to possible changes to Public Spaces Protection Orders by delegating this to officers in consultation with Members of the Green & Open Spaces Committee.

Proposed by Cllr Hurford and seconded by Cllr Pearsall.

For: 13, Against 0, Abstentions 1.

Members RESOLVED to delegate the public consultation process relating to possible changes to Public Spaces Protection Orders to officers in consultation with Members of the Green & Open Spaces Committee.

Proposed by Cllr Cloke and seconded by Cllr Passmore-Smart

For 12, Against 1, Abstentions 1.

iii) Cllr Cloke spoken in favour of the proposal.

Members RESOLVED unanimously to apply to EDDC for the transfer of the planters and bamboo hedging at All Hallows under the Community Asset Transfer Scheme.

Proposed by Cllr Cloke and seconded by Cllr Passmore-Smart

iv) Cllr Coombs spoke in favour of the proposal and made the following points:

- the tarmac path goes through a public open space and used to reach a public open space in Oaklea via a footbridge.
- The bridge was part of the planning conditions for the adjoining housing development.
- In early 2010s EDDC removed the bridge.
- There is a valid case to make the path a footpath.
- The brickwork abutments of the former bridge are still there.
- The dead end nature of the path is a security issue.
- Replacing the bridge would be an asset to the town and to dog walkers.
- The public open spaces are owned by EDDC- other relevant third parties would be the Donkey Sanctuary and the Environment Agency.

Cllr McCollum spoke against the proposal. In 2012 EDDC considered replacing the bridge and found that the required expenditure was not justified. The cost would exceed £20,000 and the proposal was not in the Town Council's working program nor did the Council have the budget for the work.

Members RESOLVED that a Working Group investigate the feasibility and practicalities of replacing the bridge at Oaklea with a view to including the project within the Council's 2023/24 program.

Proposed by Cllr Cloke and seconded by Cllr Passmore-Smart

For 8, Against 1, Abstentions 5.

v) **Members RESOLVED unanimously that the Green and Open Spaces Committee meet every two months.**

Proposed by Cllr Cloke and seconded by Cllr R Sexton.

23/83 Correspondence: 7th June 2023 – 5th July 2023

1. Cllr Hurford suggested that the letter be referred to the Finance & Policy Committee.

Cllr Sexton explained that this was part of the warm spaces initiative and that the Library could not wait until the request had been considered by the Finance & Policy Committee and proposed a motion that Council approve a payment of £200. The Town Clerk confirmed that there was no budget allowance – previous payments had come from the Youth Support/Grant budget.

Cllr Craddock advised that Honiton Health Matters would provide the Library with £200 in response to the request.

Cllr Sexton withdrew her motion.

Members **NOTED** the correspondence received.

23/84 Minutes of the Full Council Meeting held on 12th June 2023.

Members RESOLVED to approve the minutes of the Full Council meeting on the 12th June 2023

Proposed by Cllr S Sexton and seconded by Cllr Wakefield

For 12, Against 0, Abstentions 2.

23/85 Minutes of Previous Meetings

The Town Clerk advised that the draft Minutes of the Strategy Committee would be amended to note that Cllr N Ingham attended and to remove the reference to Cllr H Hurford's attendance.

Members **NOTED** the minutes of the Green & Open Spaces Committee 19 June 2023, Planning Committee 13 June 2023 and Strategy Committee 14 June 2023 (as amended).

23/86 Agenda re-order

Members RESOLVED unanimously to move item 11 on the agenda after item 14.

Proposed by Cllr Cloke and seconded by Cllr S Sexton.

- 23/87 Coast Meets Country: Innovation & Resilience Fund**
Cllr Ingham provided the [attached report](#).
- 23/88 News Bulletin**
Cllr Ingham provided the [attached report](#).
Cllrs Cloke, Passmore-Smart, Wakefield and R Sexton volunteered to be trained on Canva.
Cllr R Sexton advised that the Strategy Committee had recommended a quarterly newsletter. He is researching what other Councils issue and will report back to the Strategy Committee in due course.
- 23/89 Strategy Away Day**
Cllr Ingham provided the [attached report](#).
Members RESOLVED unanimously to have a facilitated strategy awayday with all Town Councillors invited.
Proposed by Cllr McCollum and seconded by Cllr Wakefield.
- 23/90 Membership of Committees and Working Groups**
Cllrs Hurford, Keene, Wakefield and Craddock joined the S106 Working Group. Cllr McCollum joined the S106 Working Group as an EDDC Councillor.
Cllr Fotheringham requested to be Cllr Inghams' substitute for the Coast Meets Country project when required.
Cllr Keene resigned from the Planning Committee
Cllr McCollum, Brown and Fotheringham joined the Strategy Committee.
Cllr Brown resigned from the Beehive Working Group.
Cllr Ingham would attend the HTC/HCC Review Meetings on behalf of Cllr Maunder until further notice.
Ms Anna Proszowska joined the Christmas Lights, Footpaths and Street Art Working Groups.
Cllr Wakefield joined the Market Working Group
Cllr Fotheringham joined the Beehive Working Group
The Kings Coronation Working Group was closed.
Members RESOLVED unanimously to approve the above changes.
Proposed by Cllr Cloke and seconded by Cllr R Sexton
- 23/91 Collisions Report**
Members noted that there had been a recent collision on the Sidmouth Road when a minor pedestrian had been knocked down by a vehicle.
Members NOTED the Collisions Map 1.118 to 31.12.22.
- 23/92 20's Plenty**
The Town Clerk advised that this was a national campaign which Town Councils were joining to lobby DCC with joint proposals rather than going through the lengthy process for individual applications. The recent Health

and Safety report on the market had highlighted the speed of traffic on the High Street. However, the collisions report considered at item 23/91 provided the number of accidents in Honiton which was lower than in the rest of Devon. Cllr Pearsall advised that there is a difference between Highways England managed roads and DCC managed roads. Roads managed by Highways England cannot have their speed restricted to 20mph.

Members RESOLVED unanimously to sign up to the 20's Plenty national speed campaign.

Proposed by Cllr Cloke and seconded by Cllr Hurford.

23/93 Remembrance Sunday

Members RESOLVED unanimously to insure the Remembrance Day event, to draft the Risk Assessment, apply for the road closure and provide Chapter 8 trained personnel.

Proposed by Cllr McCollum and seconded by Cllr Keene.

23/94 Employment Policies

Members noted that these needed to be reviewed and checked that they comply with current legislation by officers.

Members RESOLVED unanimously to accept the amendment that the item be deferred to the Full Council meeting in October 2023.

Proposed by Cllr Craddock and seconded by Cllr S Sexton

Members RESOLVED unanimously to defer the item to the Full Council meeting in October 2023.

Proposed by Cllr Craddock and seconded by Cllr S Sexton.

23/95 Grants Policy

a) Members RESOLVED unanimously to approve the Grants Policy

Proposed by Cllr McCollum and seconded by Cllr S Sexton

b) Members RESOLVED unanimously to commence Grant applications from 1st August to 15th September 2023

Proposed by Cllr S Sexton and seconded by Cllr Cloke

23/96 Accounts

Members RESOLVED unanimously to approve the schedule of accounts for June 2023 payments.

Proposed by Cllr McCollum and seconded by Cllr S Sexton

23/97 Exempt Business

Members RESOLVED unanimously to take the following items into exempt business.

Proposed by Cllr McCollum and seconded by Cllr S Sexton.

Cllr R and S Sexton left the meeting at 21pm

- 23/98 Extension of meeting**
Members RESOLVED unanimously to extend the meeting until 10pm.
Proposed by Cllr Cloke and seconded by Cllr McCollum.
- 23/99 Underwriting of Honiton Community Complex (HCC) Costs**
Members received an update from the Councillor who attended the Review Meeting on 30/5/23.
Members RESOLVED to accept an amendment that HTC offer to cover the HCC 22/23 loss balance calculated at £3,803.97.
Proposed by Cllr McCollum and seconded by Cllr Craddock.
For 8, Against 3, Abstentions 1.
Members RESOLVED to offer to underwrite the HCC 22/23 loss balance calculated at £3,803.97.
Proposed by Cllr McCollum and seconded by Cllr Ingham.
For 8, Against 3, Abstentions 1.
- Heloise Marlow left the meeting at 9.30pm
- 23/100 Democratic Service Role**
Members RESOLVED unanimously to increase the hours of work of the Deputy Town Clerk.
Proposed by Cllr S Sexton and seconded by Cllr Pearsall.
- 23/101 To close the meeting**
The meeting closed at 9.37pm.