

**Minutes of the Full Council Meeting of the Town Council on
Monday 10th March 2025 at 7.00pm**

Present

St Michael's Ward

Cllr M Baldock
Cllr J Fotheringham (from 19.10)
Cllr T McCollum (Chair)
Cllr R Sexton

St Paul's Ward

Cllr S Craddock
Cllr D Hayler
Cllr C Kolek
Cllr S Sexton
Cllr H Turner
Cllr A Pearsall

In attendance

Stephen Hill, Town Clerk
Heloise Marlow, Deputy Town Clerk
Cllr P Twiss DCC
Cllr R Collins EDDC
3 Members of the public – via Zoom
1 Member of the public

24/292 Apologies for absence

Cllr J Brown (personal)
Cllr R Coombs (personal)
Cllr L Wakefield (personal)
Cllr S Thorne (personal)
Cllr M Sheen (personal)

24/293 Declarations of Interests

Cllr R Sexton - Pecuniary Interest Items 24/308, 24/311, 24/315, 24/317 and 24/318
Cllr S Sexton - Pecuniary Interest Items 24/308, 24/311, 24/315, 24/317 and 24/318
Cllr C Kolek - Pecuniary Interest Items 24/308, 24/311, 24/315, 24/317 and 24/318
Cllr T McCollum – Personal Interest Items 24/305, 24/ 307, and 24/313

24/294 Dispensations

The Town Clerk confirmed that he had granted either Cllr R Sexton, Cllr S Sexton or Cllr C Kolek a dispensation in relation to items 24/308, 24/311, 24/315, 24/317 and 24/318 which allowed one of them to remain in the meeting whilst these agenda items were being discussed, contributing to the debate but would prevent them from voting.

24/295 Public Question Time for items on the agenda

Cllr R Collins spoke in relation to item 24/313 and in relation to planning application 23/1897/MOUT. He urged Honiton Town Council to request that the developer reinstate the bridge at Oaklea to enable safe walking into Honiton during as part of the forthcoming reserved matters application.

24/296 Reports from District and County Councillors

The attached report was received [from Cllr P Twiss](#).

Cllr Twiss confirmed that DCC would be submitting its views on the Regulation 19 EDDC Local Plan consultation by the deadline of 31st March 2025. Should he receive advance notice of the response he would share this with the Town Council.

DCC is undertaking Highway improvements in Honiton at various sites having received £83M although DCC needed £200M per year to keep roads in an acceptable/safe condition.

Cllr P Twiss left the meeting at 7.15pm

Cllr McCollum (EDDC) advised:

- the Strategic Planning Committee would be meeting on 3rd April 2025 to discuss the allocation of the CIL grants.
- PCSO D England would be manning a stall on the market on 18th March 2025 and would welcome the attendance of a Cllr from HTC. Cllr McCollum would be attending as EDDC Councillor.

Cllr S Sexton volunteered to attend with Cllr McCollum on 18th March 2025.

24/297 Reports from Honiton Town Council Members with Special Responsibilities and/or on Outside Bodies

Cllr Craddock attended the loneliness/isolation EDDC health workshop at Exeter RD&E. There is a plan to collate a list of charities and groups in Honiton who help with loneliness/isolation.

Cllr R Sexton attended the Honiton Business Network meeting on 21st February 2025. There were 20 people in attendance and Richard Foorde MP. HBN is not designed to replace the former Chamber of Commerce but wishes to provide a support forum to local businesses. HBN plan a directory of businesses and a town map with local information. There will be no requirement to be a member of HBN to be included. HBN intend to run a “no shop empty” campaign and other local events. Cllr R Sexton suggested that the HTC website have a link to the HBN website.

Cllr McCollum advised as follows:

- The Town Clerk's appraisal had been carried out on 24th February 2025 and would now go to the HR Committee. Staff appraisals would follow.
- He attended EDDC's celebration of East Devon on 13th February 2025.
- He attended a meeting with representatives from the Thelma Hulbert Gallery to discuss the street art/container project.
- The Dowell Street corner PIP is progressing.
- A walk around Honiton is planned with PCSO D England and Cllr R Sexton on 18th March 2025.

24/298 Correspondence: 6th February 2025 – 5th March 2025

Members **NOTED** the item.

24/299 Minutes of the Full Council Meeting held on 27th January 2025 and 10th February 2025

Members RESOLVED to approve the minutes of the Full Council meeting on the 27th January 2025

Proposed by Cllr R Sexton and seconded by Cllr S Sexton

For 4; Against 0; Abstentions 6

Members RESOLVED to approve the minutes of the Full Council meeting on the 10th February 2025

Proposed by Cllr M Baldock and seconded by Cllr Craddock

For 9; Against 0; Abstentions 1

24/300 Minutes of Previous Meetings

Members **NOTED** the item.

24/301 Notification of Resignations

Cllr McCollum and Cllr S Sexton thanked Debbie Hulin, Cathy Maunder and Lauren Smart on behalf of the Council for their work whilst on the Council and wished them all the best for the future.

24/302 Membership of Committees and Working Groups

a) Cllr Pearsall volunteered to join the Green & Open Spaces Committee, the Finance & Policy Committee and the Strategy Committee.

Cllrs Craddock and Turner volunteered to join the Planning Committee

b) Cllr R Sexton volunteered as Councillor signatory for monthly Payment Schedules except for any payments to HCC. Cllr Craddock volunteered to be the Councillor signatory for HCC payments.

Members RESOLVED unanimously to approve the above changes

Proposed by Cllr Pearsall and seconded by Cllr McCollum

24/303 Market Stall

Cllr R Sexton advised that the Market Working Group had proposed this following interest expressed by the emergency services (police; fire brigade) and others. The offer would be advertised in the HTC Bulletin and would promote awareness of what's on in Honiton.

Cllr Hayler confirmed that the offer was for 1 stall per market and that existing market traders would retain their existing pitches.

Members RESOLVED unanimously to provide a Market stall each week for local charities and community organisations to use free of charge to promote their services.

Proposed by Cllr Craddock and seconded by Cllr R Sexton

24/304 Market Handbook

Cllr Fotheringham queried the change from the previous handbook regarding the designated market area and its impact on Charter Day who had stalls in Northcote Lane.

Cllr McCollum advised that the previous market handbook was incorrect. The Charter held by HTC allows for stalls for special events to be sited anywhere in the Borough of Honiton but the market can only be held on the High Street.

Cllr R Sexton confirmed that pitch fees had increases slightly.

Members RESOLVED unanimously to approve the revised Market Handbook 2025.

Proposed by Cllr Craddock and seconded by Cllr Baldock

24/305 King Street Public Convenience Transfer Final Documents

Cllr R Sexton queried who would be checking compliance with the SLA.

The Town Clerk confirmed that this would be the Council staff.

Members NOTED EDDC's proposal and Operational Fact Sheet and RESOLVED unanimously

a) to appoint Cllr Pearsall and Cllr Turner to witness signing of execution of transfer of the King Street PC

Proposed by Cllr McCollum and seconded by Cllr Craddock

b) approve the Service Level Agreement (with EDDC) for its operation from 1 April 2025

Proposed by Cllr R Sexton and seconded by Cllr Craddock

For 9; Against 0; Abstentions 1.

- 24/306 Judges for Annual Awards**
Members RESOLVED unanimously to appoint Cllrs
McCollum, R Sexton and Turner to judge the Council's
Annual Awards.
Proposed by Cllr Craddock and seconded by Cllr Kolek

24/307 Mayor's Robes

1. Members discussed the following:

- Full Council had already resolved not to purchase new Mayor's Robes.
- Would every Mayor be provided with a budget of £2500?
- It is for the Chairman to decide whether he/she should be styled "Mayor".
- But Full Council can provide useful guidance to the Chairman as to whether to use the title of Mayor.
- A Mayor is more publicly prominent than a Chairman. A Mayor needs to be recognisable. This can be achieved by just a chain, but robes are better.
- A Chairman does not have to be a Mayor.
- In the past Mayors have worn a smart suit with the Chain rather than the Mayor's robes.

Members RESOLVED unanimously to support the Chairman to be "styled" as Mayor (LGA s245).

Proposed by Cllr Craddock and seconded by Cllr S Sexton

2. Members discussed the following:

- It would be unwise to purchase new Mayor's robes when HTC's reserves were so low.
- There were other projects on which the funds could be spent on.
- In the 21st C was there a need for traditional Mayor robes?
- Every Mayor could request up to £2500 to be "styled" as Mayor.
- Delegation to the Town Clerk would put the Town Clerk in a very difficult position should every new Mayor request new robes. The decision should be made by Full Council.
- Members had previously expressed their desire for quick decisions with not all matters being decided by Full Council. Decisions can be delegated to a Committee or to an officer.

There was no proposer or seconder for the item.

Cllrs R Sexton and Kolek left the meeting at 20.02pm

24/308 Banner at Beehive

The Town Clerk confirmed that the banner would face the car park.

Members RESOLVED to approve the installation of a banner at the Beehive car park, advertising the Beehive café.

Proposed by Cllr Craddock and seconded by Cllr Pearsall

For 7; Against 0; Abstentions 1

Cllrs R Sexton and Kolek returned to the meeting at 20.03pm

24/309 Council Surgeries

Cllr McCollum requested that all Councillors attend at least 1 surgery.

It was confirmed that there would be 1 surgery per ward – with am (11 – 12.30m) and pm (7 - 8.30pm) slots.

Each surgery would start with a presentation, followed by a Q & A session and then a discussion.

Members RESOLVED unanimously to approve the arrangements for Council surgeries on Thursday 10 April 25 and Saturday 9 August 25 as defined by Strategy Committee 12 February 25.

Proposed by Cllr Craddock and seconded by Cllr R Sexton.

The following Cllrs confirmed their availability for the St Paul's surgery on 10th April 2025:

Cllr Craddock 10/4/25 – am and pm

Cllr S Sexton 10/4/25 – am and pm

Cllr Hayler 10/4/25 – am and pm

Cllr Pearsall 10/4/25 – pm

Cllr Turner 10/4/25 – am

Attendance at the surgery on 9th August (St Michaels) would be confirmed later.

24/310 Project progress

Cllr Fotheringham queried why a Honiton Festival was listed as a new project when the feedback from the meeting had been negative.

Cllr R Sexton agreed that the proposal as set out had not been well received but there had been support for a Festival and his report would go to the Strategy Committee for review. If supported by the Strategy Committee a PIP would be completed for FC to approve.

Cllr S Sexton advised that Cllr Wakefield had volunteered to be the lead Cllr for the Youth Support project. The Den, CUB, Twin

Tigers and other youth organisations had met to discuss appointing a youth worker. Before going further, the groups needed to know if the Council supported the proposal. The Town Clerk confirmed that neither project currently had a PIP and it would be wrong to pre-suppose what would be included in the PIP re stakeholders and the role of the Council.

Members NOTED progress with each project and RESOLVE

1) to remove from the Work Programme the following Projects:

- a. **On-street parking charges**
- b. **P3 Footpaths**
- c. **Boundary Review**
- d. **Name Change of the Beehive**
- e. **Digital Signage**
- f. **Banking hubs**
- g. **Inclusive Council/hybrid meetings**
- h. **WWII Plane street art**
- i. **Town Ambassadors**
- j. **Flyposting Blitz**
- k. **Digital Tourism and Tourism (refer to Coast and Country Project.**

2) to add as Priority Projects the following projects:

- a. **Honiton Festival**
- b. **Youth Support**

3) to re-align responsibility for the Annual Awards to the Strategy Committee from the Town Management Committee
Proposed by Cllr S Sexton and seconded by Cllr Pearsall

For 7; Against 0; Abstentions 3

Cllrs R Sexton and Kolek left the meeting at 20.23pm

- 24/311 Heads of Terms: Beehive Lease**
Members RESOLVED to approve the draft Heads of Terms for a new Lease of the Beehive.
Proposed by Cllr Pearsall and seconded by Cllr Baldock
For 7; Against 0; Abstention 1

Cllrs R Sexton and Kolek returned to the meeting at 20.26

- 24/312 Consultation**
Members RESOLVED unanimously to delegate to the Town Clerk to respond to consultation on behalf of the Council (in consultation with all Councillors):

a) East Devon National Landscape Management Plan 2025-2030

Proposed by Cllr McCollum and seconded by Cllr Fotheringham

- 24/313 **East Devon Local Plan Consultation – Regulation 19.**
Members RESOLVED unanimously to include an objection to Honi 7 in its response to the Regulation 19 Local Plan Consultation in addition to the recommendations from the Planning Committee to object to allocation of Honi 12 and Honi 18.

Proposed by Cllr Pearsall and seconded by Cllr Kolek

- 24/314 **Devon Local Government Re-organisation (LGR)**
Members RESOLVED unanimously for Cllrs Pearsall and McCollum to attend an on-line briefing meeting with EDDC, Tuesday 18 March 2025 6.30pm.

Proposed by Cllr Fotheringham and seconded by Cllr Craddock.

- 24/315 **Accounts**
Members RESOLVED unanimously to approve all payments except HTC 21053, 21056, 21057, 21077 and 21078

Proposed by Cllr Fotheringham and seconded by Cllr Pearsall

Cllrs R Sexton and Kolek left the meeting at 20.32pm

Members RESOLVED to approve payments HTC 21053, 21056, 21057, 21077 and 21078

Proposed by Cllr Pearsall and seconded by Cllr Baldock
For 7; Against 0; Abstentions 1

- 24/316 **Exempt Business**
Members RESOLVED unanimously to take the following items into exempt business.

Proposed by Cllr Pearsall and seconded by Cllr Craddock

- 24/317 **Underwriting of Honiton Community Complex (HCC) Costs**
Members RESOLVED to agree to underwrite total contribution to HCC of £5000.00 for December 2024.

Proposed by Cllr Craddock and seconded by Cllr Pearsall
For 6, Against 1, Abstentions 1.

24/318 Underwriting Agreement with Honiton Community Complex (HCC)

Members RESOLVED to approve the revised Underwriting Agreement: Honiton Community Complex and Honiton Town Council: April 2025 – September 2025.

Proposed by Cllr Pearsall and seconded by Cllr Craddock
For 6; Against 1; Abstentions 1.

24/291 To close the meeting

The meeting closed at 8.50pm.