

**Minutes of the Town Management Committee Meeting of the Town Council
held on Monday 3rd February 2025 at 7.00pm**

Present

St Michael's Ward

Cllr T McCollum (Chairman)

Cllr R Sexton

St Paul's Ward

Cllr S Craddock

Cllr D Hayler

In attendance

Stephen Hill (Town Clerk)

- 24/72/TM Apologies for Absence**
Committee **RECEIVED** apologies for absence from Cllrs Turner, Brown and Coombs.
- 24/73/TM Declarations of Interests**
None
- 24/74/TM Dispensations**
There were no grants of dispensations made by the Town Clerk in relation to the business of this meeting.
- 24/75/TM Public Question Time for items on the agenda**
There were no public questions.
- 24/76/TM Minutes of the Town Management Committee meeting held on 2nd December 2024**
Members RESOLVED to approve for accuracy the minutes of the Town Management Committee meeting held on 2nd December 2024.
Proposed by Cllr Craddock and seconded by Cllr R Sexton
For 4, Against 0, Abstentions 0.
- 24/77/TM Dowell Street Corner**
Committee **NOTED** an update on improvements to Dowell Street corner and its cost estimate (at £168k). The piers design was presented to Committee September 24. Other options will be considered eg new wall and monitoring. All actions included in the draft Risk Assessment to be implemented.
Committee RESOLVED to approve the Risk Assessment, v2 December 2024.
Proposed by Cllr McCollum and seconded by Cllr R Sexton
For 4, Against 0, Abstentions 0.

24/78/TM **[King Street Public Convenience](#)**

The budget 25/26 proposed by Committee is £55k pa. Queried vfm. EDDC has provided Heads of Terms and SLA summary.

Committee RESOLVED to implement actions to complete transfer and opening of the King Street public conveniences.

Proposed by Cllr R Sexton and seconded by Cllr Craddock
For 4, Against 0, Abstentions 0.

24/79/TM **[Town Entrance Signs](#)**

A common sign design is preferred. Agenda included sign design.

Committee **NOTED** progress to replace the Town entrance signs and thanked the Deputy Town Clerk.

24/80/TM **[Storage Containers - Beehive](#)**

Committee RESOLVED reconfiguration of the containers at the Beehive car park and provision of artwork, following Delegation by Full Council 13 January 2025, including removal of one container, relocation of another (to other end of car park, losing a parking space (HCC to be advised) with hard landscaping and siting of bench.

Proposed by Cllr McCollum and seconded by Cllr Craddock
For 4, Against 0, Abstentions 0.

24/81/TM **Market Working Group (MWG) Notes**

Committee **NOTED** the MWG notes from [12th December 2024](#) and [14th January 2025](#).

Committee RESOLVED to approve Buskers Guidelines and Buskers Flyer as amended; the Busker Guidelines not to be included in the Handbook but put on the website.

Proposed by Cllr McCollum and seconded by Cllr R Sexton
For 4, Against 0, Abstentions 0.

Committee RESOLVED that the Buskers Guide should not be pursued.

Proposed by Cllr McCollum and seconded by Cllr Craddock
For 4, Against 0, Abstentions 0.

The next MWG will consider the Market Handbook revisions.

1. [Market Handbook – Busker Guidelines](#)
2. [Buskers Flyer](#)

24/82/TM Project Progress

Following Full Council's 9th December 2024 approval of Project Implementation Plan (PIPs) (Agenda item 16), Committee **NOTED** its progress with each of its Projects (see attached [spreadsheets 1 and 2](#) and approved PIPs: [Battishorne Way Allotments](#), [Totally Local](#), [Market Improvements](#), [High Street/New Street Road Safety](#), [Street Artwork Containers](#), [Dowell Street Corner](#) and [Dangerous Parking](#)).

Battishorne Way Allotments: awaiting water supply connection.

Street Arts containers: THG involved and reconfiguration agreed by TMC.

WW2 Plane mural: this could not be progressed where planned.

Dowell street corner: dependent upon wall repair/replacement; now 2026;

Street Art: not progressed around town and empty shops.

CCTV: now monitored at Exeter control room (ECC); next plan additional and replaced CCTV Cameras.

Coast & Country: Visit Honiton website is poor. Tourism & Economy WG to meet with Ignyte and payment £5k 25/26 to be decided.

Town Map: no progress; awaiting PIP.

Town Digital Signage: no progress; awaiting PIP.

Noticeboards and Town Entrance Signs: Noticeboards improved and Town Entrance Signs ready to be installed.

Mini TIC: included in Tender for HCC/Beehive.

Flyposting Blitz: implemented, HTC acts as Agent for DCC.

Totally Local: Chamber of Commerce ended; Honiton Business Network may be established.

Market Improvements: implementation overseen by MWG; barriers and signs used; Market Superintendent trying to attract new Traders.

Annual Awards: TMC agreed to re-allocate this Project to Strategy Committee; nominations opened to end March 25.

Colour Coded Signs: no progress; awaiting PIP.

Digital Tourism and Economy: no progress; awaiting PIP.

High Street Regeneration: responsibility to be defined; traffic light provision not a priority for DCC; dropped kerb currently exists at New Street.

Youth Leisure: no progress; awaiting PIP.

Dangerous Parking: responsibility to be defined (DCC or Police).

Town Ambassadors: no progress; awaiting PIP.

On-street parking: charges for on-street parking not being introduced by DCC.

Coach Friendly Honiton: signs to be installed.

Several projects do not have PIPs – Councillor Project leads to draft.
Dowell Street corner PIP to be rewritten with revised timescales for wall and artwork.

Committee RESOLVED to approve changes to PIPs.

Proposed by Cllr Craddock and seconded by Cllr R Sexton

For 4, Against 0, Abstentions 0.

24/83/TM Exempt Business

Committee RESOLVED to take the following items into exempt business.

Proposed by Cllr McCollum and seconded by Cllr R Sexton

For 4, Against 0, Abstentions 0.

24/84/TM King Street Public Conveniences: Service Level Agreement and Contract/s

Committee RECOMMEND to Full Council selection a preferred supplier for occasional repair and planned maintenance of the King Street Public Convenience.

Proposed by Cllr McCollum and seconded by Cllr Craddock

For 4, Against 0, Abstentions 0.

24/85/TM To close the meeting

The meeting was closed at 8:50pm.