

**Minutes of the Full Council Meeting of the Town Council on Monday 9th June
2025 at 7.00pm**

Present

St Michael's Ward

Cllr M Baldock
Cllr J Brown
Cllr J Fotheringham
Cllr R Fowles
Cllr M Sheen
Cllr R Sexton
Cllr S Thorne
Cllr L Wakefield

St Paul's Ward

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

In attendance

Stephen Hill, Town Clerk
Heloise Marlow, Deputy Town Clerk
Cllr R Coombs – via Zoom
Cllr R Jefferies (DCC) from 19:50pm
Cllr R Collins (EDDC)
1 Member of the public – via Zoom

Cllr A Pearsall welcomed Cllr C Doran to the Council.

25/47 Apologies for absence

Cllr R Coombs (personal)
Cllr M Baldock (personal)

25/48 Declarations of Interests

Cllr S Sexton – Personal Interest (Items 25/61, 25/62, 25/63, 25/65 and 25/66)
Cllr R Sexton - Personal Interest (Items 25/54, 25/61, 25/62, 25/63, 25/65 and 25/66)
Cllr C Kolek – Pecuniary Interest (Items 25/61, 25/62, 25/63, 25/65 and 25/66)

25/49 Dispensations

The Town Clerk confirmed he had granted Cllr C Kolek a dispensation in relation to items 25/61, 25/62, 25/63, 25/65 and 25/66 which allowed Councillor Kolek to remain in the meeting whilst these agenda items were being discussed, contribute to the debate but would prevent her from voting.

25/50 Public Question Time for items on the agenda

None received.

25/51 Reports from District and County Councillors

Cllr R Jefferies provided the [attached report](#)

Cllr R Collins spoke regarding the provision of mixed-use bins by EDDC, the need for replacement fencing at Roundball Wood, and that Taylor Wimpey should be asked to fund the replacement bridge at Oaklea.

25/52 Reports from Honiton Town Council Members with Special Responsibilities and/or on Outside Bodies

Cllr S Sexton had attended with other Cllrs, Tesco's presentation regarding their store refit. A duty manager has been appointed to deal with queries. The store will remain open during the refit which includes an IKEA collection point. Tesco's reiterated their amenability to an HTC Community Notice board which could be used by HTC to publicise. Tesco's have issued an information sheet with details.

Cllr Fowles attended TRIP meeting.

Cllr Craddock attended Sport Pitches Working Group. EDDC has granted £601,000 of CIL funds to Honiton Sports Clubs. Cllr Craddock thanked the Clerk for achieving this great result. This was echoed by Cllr Pearsall and Cllr Thorne who advised that additional S106 monies would be shared amongst other groups.

Cllr Fotheringham had attended Charter Day meeting. Preparations for the 2025 event were progressing well. 30 shops were involved in the competition.

25/53 Reports and Recommendations from Working Groups and Meetings.

a) the preparations for Armed Forces Day on 28th June were progressing well. Any Councillor wishing to assist on the day should contact the Deputy Clerk.

b) Town Management Committee had recommended the siting of barriers and fencing at Dowell Street corner as recommended by the structural engineers in their contingency plan. No costings for this however had yet been obtained.

The Town Clerk confirmed that the risk was identified within the Council's risk register; HTC had not accepted responsibility for the wall; movement of the wall was being monitored.

Cllr R Sexton highlighted that the structural engineer had assessed the wall as being at medium/high risk of collapse. Honiton Town Council had to take action to prevent public access whilst a permanent solution was being investigated.

Cllrs Craddock and Pearsall advised that they were looking into an alternative solution to the one recommended by the structural engineers. This still needed to be costed and approved by a structural engineer.

Members discussed the possible responsibilities of the Town Council relating to the wall.

Members RESOLVED unanimously to erect Heras fencing and warning signs at Dowell Street corner and to delegate the implementation to the

Town Clerk in consultation with the lead Cllr for the project with no acceptance of responsibility for the wall.

Proposed by Cllr S Sexton and seconded by Cllr Craddock

25/54 Correspondence: 7th May 2025 – 3rd June 2025

Members **NOTED** the item.

25/55 Minutes of the Full Council Meeting held on 12th May 2025

Members RESOLVED to approve the minutes of the Full Council meeting on the 12th May 2025.

Proposed by Cllr Kolek and seconded by Cllr Thorne

For 10; Against 0; Abstentions 3.

25/56 Minutes of Previous Meetings

Cllr Fotheringham: Finance & Policy Committee 14.5.25 25/10/FP Earmarked Reserves: The Committee had not recommended to earmark reserves for a Youth Council as stated.

Members **NOTED** the item.

25/57 Membership of Committees and Working Groups

Cllr Craddock volunteered to be a Cllr representative on Allhallows Charity.

Cllrs Pearsall, Turner, Doran and S Sexton volunteered to be Cllr representatives on Honiton United Charities.

Members RESOLVED unanimously approve the above changes.

Proposed by Cllr S Sexton and seconded by Cllr C Kolek

25/58 Resignations

The Town Clerk advised that 3 resignations had been received (Tony McCollum, Cathy McCollum and Jenny Brown). EDDC has been advised, and the process of co-option or election will now commence. Tony McCollum and Jenny Brown had been lead councillors on a number of projects – replacement Cllrs were now needed for the following PIPs:

- Local Economy & Strategy
- Economy & Tourism
- Improved relationship with EDDC and DCC
- Coast & Country
- New TIC
- Digital signage
- Gate to Plate
- Council Surgeries
- Battishorne Way allotments
- Street Art container
- Street Art Dowell Street corner
- CCTV
- Notice boards and town signage

Cllr Kolek asked if reasons had been provided for the resignations and whether Tony McCollum and Jenny Brown had also resigned from EDDC. The Town Clerk confirmed that he would make available the letters of resignation to Cllrs and that he could not answer the query regarding EDDC.

- Cllr Wakefield volunteered to take on the lead councillor role for the Street Art Container and the Street Art Dowell Street Corner projects.
- Cllr C Doran volunteered to be the lead councillor for local economic strategy and the Coast and Country project.

Cllr Thorne asked for a job description for lead councillors and details regarding the Pips listed above for Members to be able to make an informed decision when volunteering to take a project on. The Town Clerk confirmed that Members had been provided with a job description for the role of lead Cllrs and agreed to send this out again. Some of the projects had PIPs and those had been agreed by Full Council. Some projects were now urgent. Members had just resolved to erect Heras fencing and warning signs at Dowell Street corner and to delegate the implementation to the Town Clerk in consultation with the lead Cllr for the project. Currently there was no longer a lead Cllr for this project.

- Cllr Pearsall volunteered to be the lead councillor for Dowell Street Corner.
- Cllr R Sexton volunteered to be the lead councillor for CCTV.

The Town Clerk confirmed that the list of projects where the lead Cllr role was now vacant and the job description would be provided to Members.

Members RESOLVED unanimously to accept the changes above.

Proposed by Cllr S Sexton and seconded by Cllr Kolek.

25/59 Council Advocate (OPCC and Devon & Cornwall Police)

(a) Members RESOLVED unanimously to appoint a Council Advocate

Proposed by Cllr Kolek and seconded by Cllr S Sexton

(b) Members RESOLVED unanimously to appoint Cllr R Sexton to be the Council Advocate

Proposed by Cllr S Sexton and seconded by Cllr Kolek

(c) Members RESOLVED unanimously to appoint Cllr R Sexton as the single point of contact with the Police.

Proposed by Cllr Kolek and seconded by Cllr Craddock

(d) Members RESOLVED unanimously to appoint Cllr R Sexton to attend the Honiton Community Safety Group.

Proposed by Cllr Craddock and seconded by Cllr Fotheringham

25/60 Charter Day

Members NOTED that the Planning Group will not organise Charter Day after the 2025 event and RESOLVED unanimously to prepare an options appraisal.

Proposed by Cllr Kolek and seconded by Cllr R Sexton

Cllr Thorne suggested that HTC employ a paid Community Events officer to co-ordinate community groups and events.

25/61 Annual Governance & Accountability Report (AGAR) 2024/25

- a. **Members RESOLVED unanimously to approve [Section 1: Annual Governance Statement 2024/25](#)**

Proposed by Cllr Fotheringham and seconded by Cllr Fowles.

- b. **Members RESOLVED unanimously to approve [Section 2: Accounting Statement 2024/25](#).**

Proposed by Cllr Fowles and seconded by Cllr Fotheringham

The date of announcement was 27th June 2025, commencing 30th June 2025 until 8th August 2025.

25/62 Earmarked Reserves (EMR)

Cllr Fotheringham advised that the Finance & Policy Committee had noted and recommended the following:

- HTC's reserves have increased from £145k to £303k due to the increased precept being unspent.
- Dowell Street Corner - £12k remaining in the budget – to be earmarked in addition to 2025/26 budget allocation.
- Sports Pitches - £15k 2024/25 budget – to be earmarked in addition to 2025/26 budget allocation.
- £265k in reserves is now within the 3-6 months budget target but HTC are last from bottom re comparable other Councils.

Cllr Wakefield advised that she had no recollection of the discussion not to earmark a budget for Youth Council. This was an ongoing project which was about to start and which would require funding.

Cllr Fotheringham advised that there was £5k in the 2025/26 budget for Youth Council which was discussed at the Finance & Policy Committee meeting.

Cllr R Sexton noted that the works to the Dowell Street corner would require a larger budget than £12k and suggest a higher amount be earmarked.

Cllr Thorne requested that the earmark reserve for Sports Pitches be renamed/include other sports clubs

The Town Clerk advised Members that the Finance & Policy Committee had recommended earmarking reserves for Dowell Street corner and for Honiton Sports with some confusion as to whether the Finance & Policy Committee had recommended an earmarked reserve for Youth Council. The Finance & Policy Committee have made recommendations, but Full Council can choose to earmark other projects in addition. The Town Clerk highlighted paragraph 12 of the report which set out project underspends which Members could earmark in addition to Dowell Street corner and Sports Pitches.

Cllr Thorne suggested that the underspends be allocated to the grant budget and that Citizen Advice be provided with additional funding. The Town Clerk advised that this would be beyond the remit of the agenda item and not part of the report.

Cllr S Sexton advised that she did not recall the F&P committee not including the EMR for Youth Council and supported £5k being earmarked for the Youth Council project.

Cllr Pearsall suggested that election expenses should be earmarked.

Cllr R Sexton suggested that £50K should be earmarked for Dowell Street corner. The Town Clerk advised that this proposal would exceed the £12k underspend on the Dowell Street corner budget.

Cllr Kolek withdrew her pecuniary interest in item 25/61. The Town Clerk confirmed that as such the dispensation for that item did not apply.

Members RESOLVED to approve the following earmarked reserves

- **Dowell Street corner £50,000**
- **Sports Pitches £15,000**
- **Youth Council £5000**
- **Election expenses £7242**

Proposed by Cllr Craddock and seconded by Cllr R Sexton

For 10; Against 2; Abstentions 1

25/63 Accounts

Members RESOLVED to approve the schedule of payments 08/05/25 – 04/06/25.

Proposed by Cllr Wakefield and seconded by Cllr S Sexton

For 11; Against 1; Abstentions 1

Cllr Craddock queried the payment to Ignyte. The Town Clerk confirmed that this had been agreed by the Strategy Committee.

25/64 Exempt Business

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

Proposed by Cllr Craddock and seconded by Cllr S Sexton

25/65 Underwriting of Honiton Community Complex (HCC) Costs

Members RESOLVED to underwrite total contribution to HCC of £5k for March 2025

Proposed by Cllr Craddock and seconded by Cllr Wakefield.

For 10, Against 2, Abstentions 1.

- 25/66 Honiton Community Complex (HCC) Charity Members Meeting**
Members **NOTED** progress on securing a lease of the Beehive including Charity Members' meeting.
- 25/67 To close the meeting**
The meeting closed at 20.53pm.