

**Minutes of the Full Council Meeting of the Town Council on Monday 14 July
2025 at 7.00pm**

Present

St Michael's Ward

Cllr J Fotheringham
Cllr R Fowles
Cllr M Baldock
Cllr C Doran
Cllr L Wakefield

St Paul's Ward

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

In attendance

Stephen Hill, Town Clerk
Heloise Marlow, Deputy Town Clerk
Cllr R Coombs – via Zoom
1 Member of the public – via Zoom
1 Member of the public

25/68 Apologies for absence

Cllr R Coombs (personal)
Cllr R Sexton (personal)
Cllr M Sheen (personal)
Cllr S Thorne (personal)

25/69 Declarations of Interests

Cllr S Sexton – Personal Interest (Items 25/85, 25/86, 25/87 and 25/89)
Cllr C Kolek – Pecuniary Interest (Items 25/85, 25/86, 25/87 and 25/89)
Personal Interest (Item 25/79)

25/70 Dispensations

The Town Clerk confirmed he had granted Cllr C Kolek a dispensation in relation to items 25/85, 25/86, 25/87 and 25/89 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.

25/71 Public Question Time for items on the agenda

None received.

25/72 Reports from District and County Councillors

None received

25/73 Reports from Honiton Town Council Members with Special Responsibilities and/or on Outside Bodies

Cllr Turner: Attended The Den 1 year anniversary meeting. 60 children are registered with 7-10 attending regularly and up to 17 attending at times. Volunteers still required. 33 attended a circus trip and a fundraising car wash will take place on 26th July 2025.

Cllr Craddock: Attended the meetings of United Charities and All Hallows.

Cllr Fowles: Met with Cllr R Sexton to discuss awards. Working with the Town Clerk towards the next NALC award and to widen the remit of awards to Honiton groups.

Cllr Fotheringham: Attended final pre-event Charter Day meeting. Preparations were going well. The Mayor, Deputy Mayor, Town Crier and Deputy Town Crier would be attending.

Had contacted EDDC by email regarding the Lace Walk toilets which Cllr Jenny Brown followed up with EDDC Streetscene. New signage has reduced some of the confusion regarding the use of the toilets, but members of the public still appear to have problems knowing when a cubicle is in use. 4/7 cubicles are out of order – two since the toilets opened, one due to vandalism and 1 unknown. This may cause issues at Charter Day and Gate to Plate.

Cllr S Sexton: Advised that Cllr R Sexton had attended the Honiton Business Network meeting on 27th June which was very well attended. The next meeting is on 25th July with a guest speaker. New members welcome.

Cllr Kolek: Chaired the Twinning meeting. The planned visit from Gronau in September was no longer taking place. The Twinning Association hope to arrange a joint visit from Gronau and Mezidon-Canon in 2026.

Cllr Wakefield: Attended the EDDC Stakeholder Forum meeting on behalf of Friends of Honiton Station where an hourly shuttle from Honiton to Exeter was discussed. Honiton Station is holding a 200th anniversary celebration on 19th July 2025.

Cllr Pearsall: As Mayor attended Offwell Fete for which he has received a letter of thanks; Honiton Primary Fete and Armed Forces Day with Cllr Wakefield and the Deputy Town Crier. Thanks were expressed to all the volunteers and the Deputy Town Clerk for their hard work in putting on Armed Forces Day.

25/74 Reports and Recommendations from Working Groups and Meetings.

The Town Clerk: the following working groups had met: Market, Youth Council, Maintenance, Communications, Beehive and Sports. Some had produced notes of their meeting, but no actions had been recommending requiring a decision from Full Council.

25/75 Correspondence: 4 June 2025 – 8th July 2025

Members **NOTED** the item.

25/76 Minutes of the Full Council Meeting held on 9 June 2025
Members RESOLVED to approve the minutes of the Full Council meeting on the 9 June 2025.
Proposed by Cllr Fotheringham and seconded by Cllr Kolek
For 10; Against 0; Abstentions 1.

25/77 Minutes of Previous Meetings
Members **NOTED** the item.

25/78 Membership of Committees and Working Groups
Cllr Turner volunteered to join the Green & Open Spaces Committee and the Allotments Working Group.
Cllr Doran volunteered to join the Strategy, Economy & Tourism Committee.
Cllr S Sexton volunteered to join the Allotments Working Group.
Cllrs Pearsall volunteered to join the Maintenance Working Group.
Members RESOLVED unanimously approve the above changes.
Proposed by Cllr S Sexton and seconded by Cllr C Kolek

Cllr Kolek left the meeting at 19.22pm

25/79 Recruitment of Town Crier and Macebearer
Cllr Pearsall confirmed that the interview panel were delighted to recommend that Cllr Caroline Kolek be offered the position of Town Crier and Macebearer.
Members RESOLVED unanimously to appoint Cllr Caroline Kolek as volunteer Town Crier and Macebearer.
Proposed by Cllr Craddock and seconded by Cllr S Sexton.
The Town Clerk confirmed that in due course the Town Council would need to consider the recruitment of a Deputy Town Crier and Macebearer.

25/80 Celebration for Retiring Town Crier and Macebearer
Members RESOLVED unanimously to approve a celebration event for the retiring Town Crier and Macebearer.
Proposed by Cllr Craddock and seconded by Cllr Kolek.

25/81 Charter Day
Members discussed the item as follows:

- The Strategy Committee have made a recommendation as set out in paragraph 5.2 of the report.
- Employing an event management company could have an impact on the precept.
- The date of the event could be changed.
- The existing planning committee did not have sufficient volunteers.
- Charter Day was a relatively new event (2007 onwards).
- Budget for 26/27 would be set in January 2026.
- Event is good for businesses and Honiton's reputation.

- Many charities/event organisers are struggling to recruit volunteers.
- Could Hot Pennies and Charter Day be held on the same day?
- Current planning group would hand over files/details and would be on hand to assist.
- Event management company could be used to organise the 2026 event with volunteers then taking over in 2027.
- Another volunteer organisation may be willing to take over the running of the event.
- Consultation with the local community to take place via Council surgery on 9th August, letter distributed to stallholders at the event, social media and local press.

Members RESOLVED unanimously the following:

The Council will support the project by engaging a local professional event manager to organise the event and co-ordinate volunteers.

Before commencing (on 10th September 2025) a bidding process for the event management contract, the Council will ask the Honiton community if there is a well-established voluntary group that is interested in taking the event forward.

Proposed by Cllr Kolek and seconded by Cllr S Sexton

25/82 St Michael's Church, Expression of Interest

Cllr Doran spoke in favour of submitting an Expression of Interest in St Michael's Church for community use.

Cllr Fowles advised that he and Cllr Fotheringham had visited the Church that day with the agent. The Church required a lot of remedial work and therefore he could not support the submission of an Expression of Interest by HTC.

Cllr Kolek spoke against the proposal highlighting that Honiton already had the Beehive and the Mackarness Hall.

Cllr Fotheringham confirmed that she had attended the community event in 2019 and agreed with Cllr Fowles regarding the amount of work required.

Honiton Town Council already had significant commitments and debt.

Cllr Doran clarified that Honiton Town Council would not purchase the building but be the lead for a community conversation/community share option. There was no other community forum able to take this forward.

The Town Clerk advised that the selling agent had already requested an extension of time for expression of interest to be submitted from the Diocese prior to the meeting. This had been granted but only for a period of 3 weeks rather than the 3 months recommended by the Strategy, Economy and Tourism Committee.

Cllr Doran proposed that Honiton Town Council submit an Expression of Interest in St Michael's Church for community use and this was seconded by Cllr Wakefield.

For;4, Against 5, Abstentions 2

The motion failed.

25/83 Honiton Sports Allocation of Community Infrastructure Levy (CIL) and S106 Receipts

- a. Members RESOLVED unanimously to support and recommend to EDDC the allocation of CIL/S106 to sports projects in Honiton including Youth football £401k CIL and 3G pitch at Honiton Community College £200k CIL

Proposed by Cllr Craddock and seconded by Cllr S Sexton

- b. Members RESOLVED unanimously to seek applications from Honiton sports clubs for allocation of £124.7k S106 funding and £30k Town Council funding.

Proposed by Cllr Craddock and seconded by Cllr Fotheringham.

25/84 Devon Local Government Re-organisation (LGR)

Members discussed the following:

- The draft paper included services which a Town Council could not take on e.g. leisure services and unrealistic projects such as a multistorey car park on Lace Walk.
- The draft paper was a wish list and designed to get the conversation started.
- The draft paper showed that Honiton Town Council was willing to take on more services and be proactive. It was a statement of intention.
- The draft paper highlighted a new way of thinking and could lead to better coordination in local government.

Members RESOLVED to approve the draft paper (Planning for Unitary Authorities) and its issuing to DALC, EDDC and DCC.

Proposed by Cllr S Sexton and seconded by Cllr Wakefield

For 8; Against 1; Abstentions 2

25/85 Honiton Community Complex (HCC) draft Lease and Service Level Agreement (SLA)

- a. Members RESOLVED to approve the new long-term lease of the Beehive

Proposed by Cllr Craddock and seconded by Cllr Fowles

For 9; Against 0; Abstention 2

- b. Members RESOLVED to approve the new Service Level Agreement (supplemental to the lease) of the Beehive

Proposed by Cllr S Sexton and seconded by Cllr Fowles

For 10; Against 0; Abstention 1

Cllr Fotheringham raised the new query that the notice period in the lease would prevent HCC from applying for grants from the Arts Council.

The Town Clerk confirmed that he had received notification of this that day and that the HCC Board were discussing the matter at their Board meeting on 15th July 2025

- c. Members RESOLVED to delegate to the Town Clerk to amend the final draft Lease and Service Level Agreement if necessary (in

consultation with the Beehive Working Group, Council Chairman and Deputy Chairman) to make a final Lease and Service Level Agreement.

Proposed by Cllr S Sexton and seconded by Cllr Fowles

For 9; Against 0; Abstentions 2.

d. Members RESOLVED to elect Cllrs Craddock and Wakefield to witness signing of the Lease and Service Level Agreement.

Proposed by Cllr S Sexton and seconded by Cllr Turner

For 10; Against 0; Abstentions 1

26/86 HCC Business Plan Update
Members **NOTED** the item

26/87 Accounts

Members RESOLVED unanimously to approve the schedule of payments June 2025 excluding HTC 21159, 21202, 21203, 21213, 21214, and 21219

Proposed by Cllr Fotheringham and seconded by Cllr Craddock

Members RESOLVED to approve payments 21159, 21202, 21203, 21213, 21214 and 21219

Proposed by Cllr Craddock and seconded by Cllr S Sexton

For 10; Against 0; Abstentions 1.

Members RESOLVED unanimously to appoint Cllrs Fowles and Craddock as Unity Trust Bank signatories

Proposed by Cllr Fotheringham and seconded by Cllr Baldock.

25/88 Exempt Business
Members RESOLVED unanimously to take the following items into exempt business.
Proposed by Cllr Craddock and seconded by Cllr S Sexton

Cllr Kolek left the meeting at 8.35pm

25/89 Underwriting of Honiton Community Complex (HCC) Costs
Members RESOLVED unanimously to delegate authority to the Town Clerk to make a payment to HCC of between £0 and £5k in consultation with the Chair and the Beehive Working Group for underwriting of April 2025
Proposed by Cllr Craddock and seconded by Cllr Fotheringham.

25/90 To close the meeting
The meeting closed at 20.50pm.