

**Minutes of the Full Council Meeting of the Town Council on Monday 11 August  
2025 at 7.00pm**

**Present**

**St Michael's Ward**

Cllr S Atherton  
Cllr C Doran  
Cllr J Fotheringham  
Cllr R Fowles  
Cllr C R Sexton  
Cllr M Sheen  
Cllr L Wakefield

**St Paul's Ward**

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

**In attendance**

Heloise Marlow, Deputy Town Clerk  
Dawn Reed – Town Clerk's Assistant  
Cllr R Coombs – via Zoom  
Cllr J Brown – EDDC  
Cllr R Collins – EDDC  
Cllr R Jefferies - DCC  
1 Member of the public

**25/91 Apologies for absence**

Cllr R Coombs (personal)  
Cllr C Kolek (personal)  
Cllr M Baldock (personal)  
Cllr C Maunder (personal)

**25/92 Declarations of Interests**

Cllr S Sexton – Personal Interest (Items 25/103,25/104,25/105,25/106)  
Pecuniary Interest (Item 25/109)  
Cllr R Sexton - Personal Interest (Items 25/103,25/104,25/105,25/106)  
Pecuniary Interest (Item 25/109)  
Cllr L Wakefield– Pecuniary Interest (Item 25/109)  
Cllr J Fotheringham – Personal Interest (Item 25/109)

**25/93 Dispensations**

None.

**25/94 Public Question Time for items on the agenda**

The [attached letter](#) from Mrs J McNally was read out.  
Mr Pryor thanked Honiton Town Council and former Cllr P Twiss on behalf of Honiton Fairtrade Steering Group for the erection and provision of the Fairtrade Town Signs.

**25/95 Reports from District and County Councillors**

[The attached report](#) was provided by Cllr R Jefferies.

Cllr R Collins spoke as follows:

- In support of the request to retain the Changing Room facility in its current location at the Beehive.
- To advise that EDDC were proposing to reduce winter car parking charges by 50% but the ticket would not be valid for multiple car parks as before.
- EDDC's Overview Committee had discussed motorhome parking in Exmouth's car parks.

Cllr J Brown:

- queried whether the Lace Walk toilets were now operating without issue. Cllr Fotheringham advised that matters had improved.
- EDDC were debating the Local Government Review proposals. Exeter City Council was holding an extraordinary meeting on 14<sup>th</sup> August 2025 and EDDC was meeting on the 19<sup>th</sup> August 2025.

**25/96 Reports from Honiton Town Council Members with Special Responsibilities and/or on Outside Bodies**

Cllr Turner: The Den: 12 Youngsters and 6 Adults went to the Circus, and all had a good time. Lovely to have free tickets to get in. Car wash was successful with help from 5 youngsters and £160 was raised. Gate to plate coming up so if anyone wishes to make a cake for our cake stall it would be much appreciated. Friday sessions only are being run throughout the summer holidays. Orange or blue tee shirts are being printed with The Den on the front and Volunteer on the back. Thanks to A1 Print and Stitch.

The Baton: [see attached report](#)

Cllr R Sexton: attended that the 1st Community Safety Group meeting which is a problem-solving forum rather than strategic. Part of the Community Safety Partnership across Devon. EDDC only Council in Devon involved. Useful to meet with other organisations, discuss issues around safety and areas of concern. Honiton has a low level of anti-social behaviour. A recent success was the application for the closure of Karina Vapes on Honiton High Street. Police Advocates meeting. There has been an uplift in the Neighbourhood Team with 2 new PCSOs – one of which will be based in Honiton. However, there is no proposed increase in PCs.

Cllr Fowles: "Attended TRIP meeting with Cllr Craddock. Two of the minibuses are proving not fit for purpose. An elderly lady slipped when going down the steps of one of them. There is an uneven gap between the steps. Both buses will be sold and a used 16-seater, that TRIP have identified will be purchased. The remaining cash will be banked, pending the outcome of a grant application and as they contemplate the financial wisdom of purchasing a brand-new bus for £72,000. The meeting concluded that they

were not yet in a position to open a second shop in Seaton. Although the overall financial position is good, they do need to increase reserves. The next meeting on 21st October, is the AGM".

Cllr Fotheringham: The Lace Walk toilets were operating better although the paper signage had come off. Charter Day 2025 had been a great success with good attendance. Thanks to all. Once the accounts had been finalised the chosen charity Honiton Carers would receive a donation with HTC's grant funding to be returned.

Cllr Pearsall: attended Charter Day, Hot Pennies Ceremony, Honiton Show, Golf Club opening and HTC Surgeries.

Cllr R Sexton: The attendance at the HTC surgery on 9<sup>th</sup> August had increased from the July surgery. The format had been changed to being more interactive.

**25/97 Reports and Recommendations from Working Groups and Meetings.**

Cllr R Sexton queried the process for raising reports and recommendations and suggested that there was confusion regarding what decisions could be made by Members via PIP, Committees and Full Council.

Cllr Craddock confirmed that the Town Management Committee had resolved to accept the recommendation from the Market Working Group to provide free market stands at the forthcoming Gate to Plate.

Cllr S Sexton suggested that prior to Full Council meetings, Cllrs be provided with a list of resolutions and recommendations from Working Groups and Committees highlighting which ones needed to be resolved by Full Council.

**25/98 Correspondence: 9<sup>th</sup> July 2025 – 6<sup>th</sup> August 2025**

Members **NOTED** the item.

**25/99 Minutes of the Full Council Meeting held on 14 July 2025**

**Members RESOLVED to approve the minutes of the Full Council meeting on the 14 July 2025.**

**Proposed by Cllr S Sexton and seconded by Cllr Fowles**

For 9; Against 0; Abstentions 3.

**25/100 Minutes of Previous Meetings**

Members **NOTED** the item.

**25/101 Membership of Committees and Working Groups**

Cllr Wakefield urged Members who were not already on Committees or Working Groups to put themselves forward as several Committees required additional members.

The Deputy Town Clerk advised that Cllr Maunder wished to join the Planning Committee and the Town Management Committee and represent the Council at Honiton United Charities with Cllr Coombs wishing to join the Green & Open Spaces Committee

Cllr Pearsall volunteered to step down as HTC representative on Honiton United Charities to enable Cllr Maunder to join.

Cllr Sheen volunteered to join the Market Working Group

Cllr Atherton volunteered to join the Finance & Policy Committee

**Members RESOLVED to approve the above changes.**

**Proposed by Cllr S Sexton and seconded by Cllr Turner**

For 11; Against 0; Abstentions 1

**25/102 Otter Valley Association, Otter Catchment Action**

**Members RESOLVED unanimously to**

**a. Support Otter Valley Association's project ReviveTheRiverOtter;**

**b. Delegate to the Town Clerk (in consultation with the Council Chairman) to add a comment to the campaign in support of the goal of cleaning the River Otter.**

**c. meet with the Team and interested parties to discuss this issue and examine ways in which the Council and Team can work together; and**

**d. help promote the campaign to Honiton's residents and community.**

**Proposed by Cllr S Sexton and seconded by Cllr R Sexton**

It was suggested that the Town Clerk, Cllr A Pearsall and Cllr Kolek meet with the Team.

**25/103 Honiton Community Complex (HCC) Lease and Service Level Agreement (SLA)**

Members **NOTED** the item.

**25/104 Beehive Auditorium Air Conditioning**

Members discussed the item as follows:

- Cllr Doran had prepared the attached paper which had been circulated to Members just prior to meeting and which some Members had yet to see.
- Cllr Craddock advised that the Beehive originally was due to have air conditioning, but this was subsequently removed by "value engineering" from the build. He was due to attend 3 events at the Beehive but had not attended due to the lack of air conditioning.
- Cllr S Sexton added that some rooms such as the Tirard Room do have air conditioning and that the fire doors in the JLA cannot be kept open during live gigs due to health and safety and noise issues.
- The matter was complicated and needed to be looked into in detail.
- There may be other alternatives to address the issues.
- The proposed new lease may be relevant.
- Should HTC be charged by HCC to prepare a grant application for an item sought by HCC?
- Should an M&E expert be instructed?
- What grants could be obtained to fund the works?

- Currently there was insufficient information to enable Cllrs to make a resolution.

**Members RESOLVED unanimously to set up a Working Group to investigate the provision of air conditioning to the Auditorium at the Beehive.**

**Proposed by Cllr S Sexton and seconded by Cllr Craddock**

**Members RESOLVED unanimously to appoint Cllrs Craddock, Doran, Fowles, Atherton, Wakefield and Pearsall to the Beehive Air Conditioning Working Group.**

**Proposed by Cllr R Sexton and seconded by Cllr Wakefield.**

#### **25/105 Changing Places**

Members discussed the following:

- At the request of Cllr R Sexton, the Deputy Clerk read out the relevant part of a letter received from Mr R Nix:
- HTC reiterated its commitment towards disabled people.
- Relocation to the rear of the Beehive would ease access and provide a more private service.
- The proposal was not to close the Changing Places facility but to relocate it.
- The current Changing Places equipment is now 10 years old and the hoist is out of service warranty.
- HCC do require additional storage space.
- Will HCC publicise the new Changing Places facility?
- Can HTC publicise the new Changing Places facility?
- Concerns were raised regarding the fact that the disabled toilet was a smaller space than the existing Changing Places facility.
- A Changing Places facility did not require the provision of a shower or a fixed hoist.

**Members RESOLVED unanimously to approve the relocation of the Changing Places room at the Beehive**

**Proposed by Cllr Wakefield and seconded by Cllr Craddock**

#### **25/106 Underwriting Agreement (with Honiton Community Complex)**

Members **NOTED** the item.

#### **25/107 Extension of time**

**Members RESOLVED unanimously to extend the meeting to 9.30pm**

**Proposed by Cllr S Sexton and seconded by Cllr Craddock**

#### **25/108 Project Implementation Plans**

**Members NOTED progress against the Work Programme and RESOLVED unanimously the following actions:**



- The removal of Gate to Place, Honiton Festival, Cost of Living, Underwriting of HCC, Economy & Tourism Committee, Town Directory and Youth Leisure Facilities from the list of projects.
- Cllr Pearsall as lead Cllr for the Community Orchard project
- Cllr Hayler as lead Cllr for the Riverside Walk/Oaklea bridge project
- Cllr Wakefield as lead Cllr for the Street Art Containers project
- Cllr Doran as lead Cllr for the Visit Devon Coast & Country: Ignite project
- Cllr R Sexton as lead Cllr for the Noticeboards and Town Signs project

Proposed by Cllr S Sexton and seconded by Cllr Sheen

#### **25/109 Grants Awards 2025/26**

**Members RESOLVED unanimously to award the following Grants 25/26**

Rainbows	£325.00
1064 Air Squadron	£3000.00
Operation Rudolph Honiton	£2081.80
TRIP	£5000.00
Twin Tigers Community Partnership CIC	£5000.00
Honiton Primary School	£2500.00
Community Use Building (CUB)	£3830.00
Citizens Advice East Devon	£5000.00
Honiton Millenium Green	£2000.00
Honiton Fairtrade Town Steering Group	£250.00
Honiton Carers Support Group	£3500.00
Hospiscare	£1000.00
Foodsave	£3000.00
Foodbank	£3500.00
Youth Club	£5000.00

Proposed by Cllr R Sexton and seconded by Cllr Wakefield

Cllrs S Sexton and Wakefield left the meeting at 9.10pm

**Members RESOLVED to award the following Grant 25/26**

The Den	£5000.00
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Proposed by Cllr Craddock and seconded by Cllr Turner

For 9; Against 0; Abstentions 1

Cllrs S Sexton and Wakefield returned to the meeting at 9.15pm

- 25/110 Accounts  
**Members RESOLVED unanimously to approve the schedule of payments July 2025**  
Proposed by Cllr Craddock and seconded by Cllr Sheen
- 25/111 Exempt Business  
**Members RESOLVED unanimously to take the following items into exempt business.**  
Proposed by Cllr S Sexton and seconded by Cllr Craddock
- 25/112 Underwriting of Honiton Community Complex (HCC) Costs  
**Members RESOLVED to underwrite total contribution to HCC of £5000 for May 2025**  
Proposed by Cllr Craddock and seconded by Cllr Wakefield  
For 11; Against 0; Abstentions 1
- 25/113 To close the meeting  
The meeting closed at 21.25pm.