

**Minutes of the Town Management Committee Meeting of the Town Council  
held on Monday 4 August 2025 at 7.00pm**

**Present**

**St Michael's Ward**

Cllr R Sexton

**St Paul's Ward**

Cllr S Craddock

Cllr D Hayler

Cllr A Pearsall

**In attendance**

Heloise Marlow (Deputy Town Clerk)

Cllr S Sexton

**25/13/TM Election of the Town Management Committee Chairman**  
**Committee RESOLVED unanimously to elect Cllr R Sexton as**  
**Chairman of the Town Management Committee for 2025/26**

Proposed by Cllr Pearsall and seconded by Cllr Craddock

**25/14/TM Apologies for Absence**

None

**25/15/TM Declarations of Interests**

None

**25/16/TM Dispensations**

There were no grants of dispensations made by the Town Clerk in relation to the business of this meeting.

**25/17/TM Public Question Time for items on the agenda**

None

**25/18/TM Minutes of the Town Management Committee meeting held on 2 June 2025**

**Members RESOLVED to approve for accuracy the minutes of the**  
**Town Management Committee meeting held on 2 June 2025.**

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

For 2; Against 0; Abstentions 2

**25/19/TM Dowell Street Corner**

The Deputy Clerk provided the further additional information:

- The figures provided at paragraph 4 of the report were incorrect and should read as follows:

- Pier Option (QS1) £160K (QS2) £77K
- New retaining wall £112k
- Advice had been received from Vickey Holman, Property Consultants re establishing the ownership of the boundary retaining wall at Dowell Street Corner.

Committee discussed the following:

- HTC had already expended significant funds with no remedial work yet commenced on the wall.
- HTC must take all reasonable steps to establish ownership of the wall.
- Structural engineer had assessed the wall as being a medium/high risk of collapse.
- Further details re the temporary structure option and costings would be available later in the week. This involved pre-cast concrete panels which would need to be crane onto the site.
- Specifications for the panels would be provided by the supply companies and possibly structural calculations.

**Committee RESOLVED unanimously to instruct Vickery Holman to investigate ownership of the retaining wall at Dowell Street corner and to provide a full options report to Full Council in September 2025.**

Proposed by Cllr Pearsall and seconded by Cllr Craddock

**25/20/TM High Street Junction**

Cllr R Sexton advised that he had circulated his report to the Community Safety Group at EDDC. It will be added to the agenda for the next meeting and a representative from Devon County Council be invited to attend.

Committee **NOTED** the report and unanimously **RESOLVED to ask Devon County Council what information is needed to support the reconfiguration of the junction.**

Proposed by Cllr Craddock and seconded by Cllr Pearsall

**25/21/TM Market Working Group Meeting & Risk Assessment**

Committee discussed the following:

- a previous Health and Safety report had advised on general safety at the market but had not been specific about the market stalls between New Street and the old Post Office. A market trader of over 30 years had advised that there had been no

previous accidents with stalls in this location and moving the market down the High Street had devalued the market.

- A further non-commissioned report was received but the company was prepared to do an official survey to solely consider reinstatement of pitches P1-P11.

**Committee RESOLVED unanimously to commission a limited Health & Safety survey of having market stalls between New Street and the Old Post Office on Honiton High Street**

**Proposed by Cllr Craddock and seconded by Cllr Pearsall**

- The offer of a free market stand at the Armed Forces Day had been well received. This should be replicated on other big events eg Gate to Plate. Whilst no income would be received this could encourage new traders to join the market.
- The offer of a free stand should be extended to retailers on the High Street.

**Committee RESOLVED unanimously to offer free market stands to traders and High Street retailers at Gate to Plate on 16<sup>th</sup> August 2025.**

**Proposed by Cllr Craddock and seconded by Cllr Pearsall**

**Committee RESOLVED unanimously to approve the Honiton Market Risk Assessment dated 13 May 2025**

**Proposed by Cllr Craddock and seconded by Cllr Pearsall**

**25/22/TM S215**

Committee discussed the following:

- Some properties on Honiton High Street were in need of attention.
- The draft letter was not a S215 letter as HTC does not have the power to issue such letters. S215 letters can only be issued by a planning authority.
- Cllr Fotheringham as Cllrs with Special Responsibility for Economy objected to some of the wording proposed.

**Committee RESOLVED unanimously to pursue the initiative subject to the wording of the letter proposed being agreed by the Committee and the Cllr with Special Responsibility for Economy.**

**Proposed by Cllr Pearsall and seconded by Cllr Hayler**

**25/23/TM King Street Toilets**

Cllr Pearsall queried paragraph 4 of the report. He did not support the unused units being offered to local organisations for storage and did not

recall this being agreed by HTC. He would support the unused units being retained as toilets which could be brought into use in the future. Committee **NOTED** the report

**25/24/TM Christmas Lights Switch-On Event**

Committee **NOTED** the preparations for the Christmas Lights Switch-On Event and **RESOLVED unanimously to apply for a road closure between New Street and Silver Street on 15<sup>th</sup> November 2025 between 4pm and 7pm.**

**Proposed by Cllr Craddock and seconded by Cllr Pearsall**

**25/25/TM Gate to Plate**

Committee **NOTED** the preparations for Gate to Plate August 2025.

**25/26/TM Project Implementation Plans**

Committee **NOTED** progress against the Town Management Committee's Work Programme and **RESOLVED unanimously the following actions:**

- **Battishorne Way Allotments PIP – Project completed. The allotments would continue as an ongoing service.**
- **CCTV PIP – Cllr R Sexton volunteered to be the lead councillor.**
- **Street Art, WW2 Plane with poppies PIP. Project to be closed as relevant permissions could not be obtained.**

**Proposed by Cllr Pearsall and seconded by Cllr Craddock**

**25/27/TM To close the meeting**

The meeting was closed at 20.12pm.