

**Minutes of the Town Management Committee Meeting of the Town Council  
held on Monday 1 June 2026 at 7.00pm**

**Present**

**St Michael's Ward**

Cllr C Maunder

Cllr R Sexton

Cllr C Doran

**St Paul's Ward**

Cllr S Craddock

**In attendance**

Heloise Marlow (Deputy Town Clerk)

**26/01/TM Election of the Town Management Committee Chairman**  
**Committee RESOLVED unanimously to elect Cllr R Sexton as**  
**Chairman for 2026/27**

Proposed by Cllr Craddock and seconded by Cllr Maunder

**26/02/TM Election of the Town Management Committee Deputy Chairman**  
**Committee RESOLVED unanimously to elect Cllr S Craddock as**  
**Deputy Chairman for 2026/27.**

Proposed by Cllr Maunder and seconded by Cllr R Sexton.

**26/03/TM Apologies for Absence**  
Cllr S Sexton (personal)

**26/04/TM Declarations of Interests**  
None

**26/05/TM Dispensations**  
There were no grants of dispensations made by the Town Clerk in relation to the business of this meeting.

**26/06/TM Public Question Time for items on the agenda**  
None

**26/07/TM Minutes of the Town Management Committee meeting held on 2 February 2026.**

It was NOTED that the Town Management Committee meeting minutes held on 2<sup>nd</sup> February had been approved at the meeting on the 20<sup>th</sup> April.

The minutes of the meeting held on the 20<sup>th</sup> April would be brought to the August Town Management Committee meeting.

**26/08/TM      Terms of Reference**  
**Committee RESOLVED unanimously to make the following changes to the Committee's Terms of Reference:**

- **Deletion of paragraph 4.**
- **Addition to paragraph 8 "However, within its delegated authority, Committee can make decisions".**
- **Deletion from paragraph 9 "Tourism" and "Youth liaison".**
- **Addition to paragraph 11 " The Committee is authorised to establish sub-committees and working groups, which report to it, and to appoint advisers as and when necessary to assist in its work".**

**Proposed by Cllr Craddock and seconded by Cllr Maunder**

**26/09/TM      Honiton High Street Properties Requiring Refurbishments**  
**Committee RESOLVED unanimously to a) approve the proposed final letter to property owners.**

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

**b) Committee RESOLVED unanimously that 6 High Street property owners would receive a letter.**

**Proposed by Cllr Craddock and seconded by Cllr Maunder**

**c) Committee RESOLVED unanimously to personally speak to the proprietors of those properties which need some less drastic amelioration.**

**Proposed by Cllr Craddock and seconded by Cllr Maunder.**

**26/10/TM      Market Improvements**

**Cllr R Sexton advised that**

- there had been issues with cars parked in the market pitches between New Street and the Old Post Office. Notices would therefore be erected on Thursdays asking for cars to be removed by Saturday am.
- Only Charity and Community Groups would be offered free pitches at Yellow Day.

**The Deputy Clerk advised that:**

- The Market Superintendent was purchasing new test barriers for the market.
- Tonic Creatives had confirmed that additional signage would be in place to promote the High Street at Charter Day.

- The Market Superintendent was in the process of organising the agreed “Artists Corner”.
- The Christmas Tree lights switch-on event was provisionally booked for the 21<sup>st</sup> November 2026.

Committee **NOTED** the above.

**26/11/TM      Digital Information Screens**

Committee discussed the proposal as follows:

- Proposal was supported by the soon to be formed Town Centre Management Board.
- Need to keep the information shown up to date.
- Whether the proposal was financially viable.
- Proposal could advertise events, businesses and aid Council communication.
- Proposed locations were next to Coffee 1 and/or Lloyds Bank
- Whether the screens would be distracting to motorists.
- Proposal could be managed by the new Communications Officer and local media contractor.
- Would reach residents/visitors who don't use social media.
- Currently there is insufficient communication of what's on in Honiton.

**Committee NOTED the proposal for the provision of Digital Information Screens in Honiton and RESOLVED for Officers to complete research into options regarding Honiton Town Council involvement and funding contributions**

**Proposed by Cllr Doran and seconded by Cllr Craddock**

For 3; Against 1; Abstentions 0

**26/12/TM      Dowell Street Corner Wall**

The Deputy Clerk provided the following update:

- EDDC had provided pre-application advice that the proposed works were unlikely to require planning permission but that this could only be confirmed by way of a Certificate of Lawful Development.
- The contractor had confirmed that he would be applying for a Certificate of Lawful Development.
- The contractor had now received the structural package and was in contact with Building Control.

Committee **NOTED** the update

**26/13/TM      To close the meeting**

The meeting was closed at 20.05pm