



Minutes of the Full Council Meeting of Holsworthy Town Council held on Wednesday 17th July 2019 at 7.00pm in the Council Chambers, Holsworthy.

Present: Cllr. Heaven, Cllr. Allen, Cllr. Parker, Cllr. Johns, Cllr. Briggs, Cllr. Tallon, Cllr. Stanton, Cllr. Brown, Cllr. Musker, Cllr. Kenneally & Cllr. Shepherd

In attendance: Town Clerk (TC)
ATTC
Cllr. David Jones Torridge District Council
Cllr. Barry Parsons Devon County Council
PCSO Mark James Devon & Cornwall Police

4235. Apologises for absence.

Cllr. Hutchings, Mr. Paul Crum from BRAG, and Zoe Uglow Reporter Holsworthy Post. PCSO James from Holsworthy Police will be running late.

4236. Declarations of Interest

Cllr. Heaven asked Councillors to declare any relevant interests as they arose.

The Chairman suspended Standing Orders.

4237. Public Open Question Time – To receive questions from the Public
No members of the public were present.

4238. Presentation by Paul Crum regarding work on the Bude Rubbish Action Group (BRAG).

Mr. Paul Crum sent his apologies due to work commitments .

4239. Police Report – Police report received and forwarded to all Cllrs on 10th July 2019. (**Appendix A**)

PCSO James arrived at 7.05pm.

Cllr. Kenneally asked if the Council could have a report showing actual convictions. PCSO James explained that crimes recorded, and incidents were two separate reports. He will look into this to see if this can be done and report back to the Council.

PCSO James reminded Councillors that if they or any member of the public had an enquiry or wished to report a crime it was important that they call 101, report online or if it is requiring immediate attention dial 999; by doing this it ensured that all enquiries, information or crimes are recorded and logged.

There were no further questions.

4240. County Councillor's Report (Appendix B)

Cllr. Parsons report had been received and forwarded to all Cllrs on 9th July 2019. A discussion followed in relation to his report and the current situation at Deer Park and the nature and use of the specific beds set aside.

Cllr. Parker asked if DCC would consider another meeting in relation to the signage at the Waterloo Hill junction which had been removed as Waitrose, who sponsored the sign, have queried the reasons for its removal. Cllr. Parsons asked the TC to arrange a meeting with DCC Highways to discuss as to whether this sign can be erected again which he would also attend.

Cllr. Brown asked whether DCC would be arranging to clean the signs and cut back the bushes that are over hanging on most if the DCC Highways and Information signs in the Town.

4241. District Councillors' Report (Appendix C)

Cllr. Jones report had been forwarded to all Cllrs on the 15th July. Cllr. Jones introduced himself and explained his role and that both he and Cllr. Hutchings should be contacted in respect of any matters or enquiries in relation to TDC that require progressing. He also reiterated how important education is within Holsworthy and this is something which he will strive to improve.

Cllr. Hutchings sent his apologies and his report was received and forwarded to all Cllrs on 16th July.

7.50pm Cllr. Parsons left the meeting.

The Chairman returned to Standing Orders

4242. Council Meeting Minutes

The Minutes of the Meeting of the 5th June 2019 had been circulated prior to the meeting. **Cllr. Allen proposed that the Minutes of the Meeting held on the 5th June 2019 be approved. This was seconded by Cllr. Heaven and agreed. (Vote 9 For, 0 Against, 2 Abstentions).**

4243. Matters Arising - To consider matters arising from the Minutes of the Full Council meeting held on 5th June 2019.

Item 4219

Cllr. Shepherd asked for an update on Cllr. Hutchings meeting with the new leader of TDC. The TC informed members that this was regarding a confidential matter relating to TDC which could not be discussed at this meeting.

Item 4226

Cllr. Shepherd requested an update on the further 2 signatories for the Council's bank account. Current signatories are Cllrs. Hutchings, Heaven, Allen, Musker & Parker. Cllrs. Shepherd and Kenneally are the additional two signatories. The TC confirmed that the relevant paperwork is being waited on before additional signatories are added. Once the paperwork has been received the ATTC will contact the relevant Cllrs. to bring relevant ID to the office.

4244. Mayor's Announcements – To receive a report from the Mayor.

Cllr. Heaven thanked the Portreeve and the Maintenance Operative for their help in judging the Holsworthy in Bloom entries. This year the Council had over 25 entries with the winners being presented with their certificates and photographs taken prior to the start of the meeting.

1st Place Residential Basket/Trough; Mr Martin Prout

1st Place Best Hanging Basket in Holsworthy Town; Old Market Inn (front and rear)

1st Place Best Trough and/or Basket for Holsworthy businesses; Jilly Tanning Parlour, Kings

Arms

6th June Bideford Mayor Making Introduction

8th June Cream Teas Rotary

9th June Opening the start of Ruby Run with Mayors Cadet.

16th June AGM Magpie with Cllr. Briggs

22nd June South Molton Mayors Parlour

24th June Armed Forces Day Bideford

29th June Attended Summerleaze Beach Sandcastle event

30th June St Johns Ambulance Annual Service of Commemoration.

St Peters Fair had been a great week as always and thanks should be given to all those involved. The dignitaries invited by the Council to a Civic Reception, watch the Pretty Maid Ceremony and attend the St Peters Fair lunch had a wonderful day.

6th & 7 th July	Deputy Mayor attended the Church Service.
Monday 8 th July	Pavilion - Family Event opening
Tuesday 9 th July	Court Leet.
Wednesday 10 th	Proclamation & Charity Breakfast, Civic Reception Kings Arms and St Peters Fair Lunch.
Thursday 11 th	Furry Dance & the Chapel Service.
Friday 12 th	Museum and "Come & Look" in the Church event.
Sunday 14 th	Church Service and a reading, then attended Songs of Praise Methodist Church.
Monday 15 th	Meeting to discuss the new pitch with Cllrs. Allen, Hutchings and the TC. To be discussed further in Part 2.
Tuesday 16 th	Meeting with the Community College where the relationship with the college was discussed as well as upcoming events including 2020 VE Day and the Viaduct project.
Next Planned events	
23 rd July	Bude Canal & Harbour Society Anniversary Dinner.
27 th July	Deputy Mayor attending the Bideford Regatta
August – NO COUNCIL MEETING or COMMITTEE MEETINGS IN AUGUST	
7 th	Neighbourhood Planning Meeting @ 6pm Chambers
15 th	DCC Head of Development Planning meeting at 6pm.
17 th	Mayor will be holding a Coffee Morning at her house, all proceeds to be given to the Mayors chosen charities. Invites will be sent out in due course.
22 nd	Holsworthy Stratton Show; the Mayor, Cllr. Kenneally, ATTC and Maintenance Operative to attend.

The volunteers for the Working Group for the Christmas Switch On are Cllrs. Heaven, Kenneally, Tallon, Briggs, the ATTC and Maintenance Operative with meeting to be arranged in August.

4245. Accounts Due for Payment and Budget Review

The TC went through the Accounts due for Payment, as suggested previously regular grants issued by the Council each year are now recorded as a total budget and headed "Annual Grants". Cllr. Shepherd asked why the Market Assistants aren't named, the TC confirmed that this had been discussed previously and it was agreed that they would be identified for the Accounts Due finance sheet only as Market Assistant 1 & 2.

Cllr. Johns proposed that the accounts for payment be approved. This was seconded by Cllr. Kenneally and agreed. (Vote: 11 For, 0 Against, 0 Abstentions).

The TC went through the Budget Review.

4246. To Receive, and to Note, the Minutes of the following Committee Meetings:

a) Market - 12th June 2019

Item 823

Cllr. Kenneally had attended Hatherleigh Market and handed out approx 50 flyers, with positive feedbacks and some traders interested in Holsworthy Market. Cllr Kenneally also confirmed that he has increased the viewing of the Market Social Media page with just over 9000 views.

The ATTC confirmed that 100 flyers were awaiting Cllr. Shepherd collection for him to hand out at Bude Market.

b) Planning & Highways - 19th June 2019

Item 371

Cllr. Kenneally requested an update on Permission 1/0325/2019. The TC confirmed that the Council observations had been sent to TDC and permission has now been granted for the automatic number plate reader.

c) Parks - 19th June 2019

Item 962

The work to replace the Playground in Station Close will commence on the 29th July. A letter has been sent to all residents informing them of this.

4247. To approve the draft protocol for marking the Death of a Senior National Figure or a Local Holder of High Office.

The Draft Protocol had been forwarded to all Cllrs previously. The protocol is to set in place arrangements for the Death of a Senior National Figure or a Local Holder of High Office and provides guidance for local Authorities on actions to be taken including announcements, location of Books of Condolence, arm bands etc. Cllrs suggested that flowers could be laid in the Memorial Hall Car Park or around the pump in the Square.

Cllr. Heaven proposed that the draft protocol for marking the Death of a Senior National Figure, or a Local Holder of High Office be approved. This was seconded by Cllr. Parker and agreed. (Vote: 11 For, 0 Against, 0 Abstentions).

4248. To Receive External Committee Updates

Cllr. Briggs had attended the Holsworthy Community Form, where the work of the "Devon Carers" had been explained. It is an organisation that works to support Carers to maintain their own health, wellbeing and independence; and to ensure care is given safely, confidently and effectively. They provide care support in the community and for local community organisations.

Cllr. Briggs also stated that TTVS would like to attend a Full Council meeting to discuss a possible social prescribing initiative in the Holsworthy area. The ATTC confirmed that arrangements have already been made for Paul Huxtable the Group Development Worker of TTVS to attend the October Full Council meeting.

4249. To Receive Correspondence

The TC confirmed that she had received many emails from visiting dignitaries thanking the Mayor and the Council for their hospitality on the day of St Peter Fair Lunch.

A letter has also been received from the Twinning Association to thank the Council for the Civic Reception held for the Twinning visitors. The Mayor has been invited over to France for the next Twinning event.

4250. Town Clerk's report

TDC are discussing in their Licensing Committee the National Pub Watch Scheme which Cllr. Hutchings had previously been involved in. Holsworthy had been suggested by TDC as a possible area to restart the scheme. The National Pub Watch scheme aim is to achieve a safer drinking environment in all licensed premises throughout the UK. Cllr. Shepherd stated that all pubs would need to work together, and the scheme works well in Bude.

Regarding the male (who may or may not be a security guard) currently living in a car within the old Livestock Market site, the Police and TDC have been informed.

4251. Exchange of Information.

No information given.

8.40pm Cllr. David Jones left the meeting.

Cllr. Heaven proposed that in view of the special or confidential nature of the following business to be transacted, it is advisable, in the public interest, that the public and press temporarily be excluded and they will be instructed to withdraw. This was seconded by Cllr. Parker and agreed (Vote 11 For, 0 Against, 0 Absentations).

4252. To discuss and if appropriate agree the transfer of the new pitch and accompanying land.

An update was given on the current situation regarding the transfer of the new pitch and accompanying land. Due to the outstanding concerns with the pitch which were still being pursued with TDC, it was decided that at present the Council do not agree the transfer but that TDC be asked to investigate the concerns as a matter of urgency.

Cllr. Heaven proposed that the transfer of the new pitch and accompanying land is not transferred until all concerns have been answered satisfactory, with the matter to come back to Full Council. This was seconded by Cllr. Allen and agreed. (Vote: 11 For, 0 Against, 0 Abstentions).

4253. Close

Cllr. Heaven formally closed the meeting at 8.54pm

Signature.....

Date.....