



**Minutes of the Full Council Meeting of Holsworthy Town Council held on
Wednesday 6th November 2019 at 7.00pm in the Council Chambers, Holsworthy.**

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

In attendance: Town Clerk (TC)
ATTC
Cllr. Barry Parsons, Devon County Council
Member of Public, Mr. Tom O'Sullivan

4302. Apologies for absence.

Cllr. Heaven, Cllr. Jones Torridge District Council, PCSO Mark James Devon & Cornwall Police, & Holsworthy Press

4303. Declarations of Interest

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

The Chairman suspended Standing Orders.

4304. Public Open Question Time – To receive questions from the Public
No members of the public were present at this time.

4305. Police Report (Appendix A) The Police report was forwarded to all Cllrs on 01.11.19
No Police were in attendance.
Cllr. Johns had previously requested information regarding the definition of The Public Safety heading for Incident logs. PCSO James had provided the information and this had been circulated to all Cllrs on the 01.11.19 as follows:

'Public Safety covers approximately 40 different types of incident. I won't list them all but a few of the more relevant ones are:

Missing persons
Suspicious circumstances
Insecure vehicles or premises
Animals/Wildlife
Abandoned calls
Domestic incidents
Sudden death
Civil dispute'

No other comments were raised.

Cllr. Parsons requested that the District Council reports are read before his County Councillor report. This was agreed.

4306. District Councillors' Report (Appendix B)

Cllr. Jones report was forwarded to all Cllrs on 30th September 2019.
Cllr. Hutchings stated that he had no report to be circulated, as this had been covered in Cllr. Jones report.
Cllr. Hutchings read out the two press releases issued by TDC and Kivells in relation to the Agribusiness Centre. The TC will forward these onto to all Cllrs.

7.10pm Mr Tom O'Sullivan arrived

Cllr. Hutchings confirmed that on 7th November a meeting will take place with himself, Cllr. Heaven, TC and Chris Fuller from TDC about a possible project from the Institute of Place Management.

4307. County Councillor's Report (Appendix C) Cllr. Parsons report was circulated on 6th November.

Cllr. Parsons mentioned that he was concerned about the current situation with Kivells and TDC. He hoped that everyone could work together to support Holsworthy as a community, and this is something for all to remain focused on.

Climate Change was an important topic that was being debated and how DCC can support future initiatives. Also, the numbers of apprenticeships opportunities in the County Council had increased greatly and DCC were very proud of what had been achieved so far.

Cllr. Parsons informed all members that a Community Sprint Event is happening something which could prove exciting opportunities for Holsworthy & Bude to work together.

Expected Outcomes:

- Gain a shared understanding of the current integration practices across the area around individuals / the communities needs
- Explore collaborative working and build future relationships to support the health and wellbeing of the local population
- Establish commonalities, differences and further develop our integration work through multi-agency working to meet the needs of people in the local community
- Gain a shared understanding of challenges and explore how to create an environment that breaks down barriers
- Visualise the next steps for a collaborative approach across the area & how to sustain new ways of working

An Agenda will be forwarded to the TC for herself, the Mayor and Cllrs to confirm whom can attend on the 28th November.

7.30pm Cllr. Parsons left the meeting.

The Chairman returned to Standing Orders

4308. Council Meeting Minutes

The Minutes of the Meeting of the 2nd October 2019 had been circulated prior to the meeting.

Cllr. Allen proposed that the Minutes of the Meeting held on the 2nd October 2019 be approved. This was seconded by Cllr. Shepherd and agreed. (Vote 11 For, 0 Against, 0 Abstentions).

4309. Matters Arising

Item 4300 – Cllr. Brown requested further information and a discussion on the new sports pitch and accompanying land. TC confirmed that this will be covered in the Mayors Announcements which are to be read out by the Deputy Mayor Cllr. Parker.

4310. Mayor's Announcements – To receive a report from the Mayor. (Appendix D)

In the absence of the Mayor the Deputy Mayor Cllr. Parker read out the Mayors report and a statement with regards to the Redrow Pitch.

There followed a discussion and several Cllrs expressed their dissatisfaction in relation to the Redrow statement. Cllr. Parker stated that this matter has now been dealt with and the Council have to move on. Cllr. Hutchings confirmed that himself and Cllr. Jones will be continuing to look into this matter.

4311. Accounts Due for Payment and Budget Review

The TC went through the Accounts due for Payment and confirmed that all monies have now been received for the build of the Pavilion in Stanhope Park and the accounts were now finalised. Also, to note was that the Tree Survey had been completed in Badock Gardens.

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

The TC went through the Budget Review and highlighted the decline in income for the Market.

4312. To Receive, and to Note, the Minutes of the following Committee Meetings:

a) Planning & Highways

16th October 2019

Item 399 – Cllr. Shepherd requested an update on the DCC signage. TC confirmed that she has emailed Cllr. Parsons and the relevant officer at DCC but had not yet received a reply.

Item 400 – Cllr. Shepherd mentioned again the issues with the path/steps between Waitrose and Parsons Close. The TC confirmed that the land is not owned by HTC or TDC. Cllr.

Hutchings agree to ask TDC if they could do a Land Registry search to confirm who owned the land.

b) Parks

16th October 2019

No Comments were raised.

c) Finance & General Purposes

30th October 2019

Item 1144 – Cllr. Allen stated that at the previous F&GP meeting it was decided that an increase on the Christmas expenditure would be discussed at Council. The TC confirmed that this an item on the Agenda for discussion. (see Minute reference 4136).

4313. To give an update on the Council's Earmarked Reserves.

The TC circulated a paper detailing the current Reserves held by the Council. This included information on the S106 and Earmarked Reserves.

Cllr. Kenneally was keen to pursue the provision of IT Tablets to all members.

Cllr. Musker asked that as the Youth Football will be using the new pitch, would the Council still have to replace the current goalposts in Stanhope Park. The TC confirmed that the goal posts are not just used by the Youth Football Club but by other users of the Park.

4314. To discuss the draft Budget for 2020/21

The Draft Budget for 2020/2021 was circulated. The TC confirmed that this is a draft, for further discussion and asked all Cllrs, to take a copy and come back to her with any comments, suggestions etc.

It was mentioned that the estimated salary budget for 2019/20 will be slightly over budget due to the additional time spend on the projects and events throughout the year. The planting for the Town has increased as well as the spent on the Mayors Civic Lunch and the Mayor Allowances.

4315. To discuss possible projects the Council may wish to undertake for the financial year 2020/2021.

The Draft Project list for 2020/21 was circulated. The TC confirmed that this is a draft, for further discussion and asked all Cllrs, to take a copy and come back to her with any comments, suggestion etc. Included in the list were the Projects that had previously been agreed as part of the 2019/20 Budget, these were discussed and it was agreed that as many of the projects which were still outstanding should be progressed and if possible, Cllrs should be allocated a 2020/21 project to progress with assistance from the office.

Projects suggested to be prioritised for 2020/21 were:

VE & VJ Commemorations (Cllr. Heaven)

Skateboard Event (Cllr. Kenneally)

Hospital Projects (Cllr. Hutchings)

Halloween Event (Cllr. Tallon)

Recycling Initiatives (Cllr. Johns)

Replacement Lampposts – Cllr Hutchings suggested that Okehampton Town Council is contacted regarding the Company they used to provide their bespoke Lamp posts.

4316. To give an update on the Christmas Switch On 2019 and other Christmas Events, and if applicable authorise any expenditure and virements.

Cllr. Allen stated that at the previous F&GP meeting it was decided that an increase on the Christmas expenditure would be discussed at the Full Council. It was agreed that a total of £1700 be taken from the Sinking Fund Reserve into the Christmas Events budget.

Cllr. Allen proposed that the £1700 is to be taken from the Sinking Fund Reserve into the Christmas Events Budget. This was seconded by Cllr. Parker and agreed. (Vote 11 For, 0 Against, 0 Abstentions).

4317. To give an update on the VE Day 75 years Commemoration Projects, and if applicable authorise any expenditure.

Cllr. Hutchings confirmed that the attendees for the initial meeting were not as many as hoped for. Funding is vital and the Council for the next meeting in January need to have a structured plan with an idea of what funding will be needed and what is already in place; the other organisations wanting to take part can then be asked what funding they may need.

The following events are hoping to take place over the 75-year Anniversary:

- Street Party in The Square (to be held over the Commemoration Weekend in May 2020).
- An Event in Stanhope Park, which will include a Boxing exhibition which Cllr. Kenneally is organising. This may be in June 2020.
- Pubs & Clubs are also requested to take part over this period.

The next meeting is set for 14th January 2020.

4318. To receive External Committee Updates (relevant reports have already been circulated to Cllrs.) – *Holsworthy Town Councillors appointed as representatives to outside bodies to report on any recent news.*

Cllr. Kenneally confirmed that the “Meet & Greet” held in the Manor Offices with Cllr. Hutchings representing TDC on 6th November, was a positive event with representatives of the PTA & Holsworthy Day Companions attending.

Cllr. Kenneally, suggested that the Full Council Agenda be circulated on Social Media. The Council places this on the Website and the Notice board which is a requirement. However, the Council also have a Facebook page and it was suggested that the Agenda could be made public on that as well.

4319. To Receive Correspondence. – *To receive any relevant correspondence received and make decisions on any actions to be taken on matters arising from these.*

A storage area has become available which is bigger but more expensive than the Council currently rent. After discussion, it was agreed that the current lock up works well for all the Market requirements and therefore additional storage is not needed at present.

Cllr. Hutchings, Cllr. Heaven and the TC have a meeting with Chris Fuller from TDC to discuss an opportunity through the Institute of Place Management.

Information has been received regarding a possible funding opportunity through the Pocket Parks Programme. This funding is to create new pocket parks or bring existing green spaces up to a safe and usable standard and to encourage more community usage.

The ATTC had attended a DALC Conference and she explained to members that she had been particularly interested in a Stand there from a Company that provided outdoor equipment targeted for the use of the elderly and for use of people with limited mobility; which could be beneficial to the Holsworthy community. The equipment includes specialised equipment such a movable discs for upper limbs as well to items to increase leg movement.

The funding for the equipment could be included in a funding bid to the Pocket Parks Programme.

4320. Town Clerk’s report - *To receive a report from the Town Clerk for information only.*

TDC are requesting the dates that the Council would like for the two days free parking over the Christmas period; already agreed is Saturday 7th December as it is Small Business Day.

After discussion the following dates were agreed:

Saturday 30th November Holsworthy Switch On Event

4321. Exchange of Information

Cllr. Johns informed the meeting that a Wrestling Match will be held on the 20th April 2020 in the Memorial Hall. It was confirmed that this was not a Council project. Cllr. Hutchings informed him that an organised boxing match was suggested as part of the VE Event to be held in June 2020 and perhaps these could be linked into each other. Cllr. Johns will investigate this further and bring back to Council.

Cllr. Hutchings asked whether the Council could investigate linking the Memorial Hall CCTV to the Council's CCTV. This was something that the Police had suggested. The ATTC to make contact with the Council CCTV supplier and report back to the Council.

Cllr. Parker 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. Musker and agreed (Vote 11 For, 0 Against, 0 Absentations).

4322. To give an update on the recent planning matter.

An update was given regarding a site in the Town.

4323. To give an update on the Viaduct project and decide the next steps to be taken

An update was given in relation to the Viaduct Project. It was agreed that an up to date structural survey would be needed and further discussions should be held with the Heritage Lottery Fund regarding potential funding.

4324. To give an update on a recent meeting with Holsworthy Football Club.

A meeting was to be held with Holsworthy Football club and Holsworthy Hamlets. However, this was cancelled.

4325. Close

Cllr. Parker closed the meeting at 9.02pm.

Signature.....

Date.....