



**Minutes of the Full Council Meeting of Holsworthy Town Council held by Zoom on
Wednesday 7th October at 7.00pm.**

Present: Cllr. Heaven, Cllr. Parker, Cllr. Briggs, Cllr. Kenneally, Cllr. Tallon, Cllr. Thomas, Cllr. Shepherd, Cllr. Hutchings, Cllr. Musker & Cllr. Stanton

In attendance: TC & ATTC

Cllr. Barry Parsons Devon County Council, Cllr. David Jones TDC, Cllr. Hackett TDC, Cllr. Watson TDC, Mr. Tom O'Sullivan & Mr. George Wilcox

4469. Apologises for absence.

Cllr. Allen & Cllr. Johns
PCSO Mark James Holsworthy Police

4470. Declarations of Interest

Cllr. Heaven asked Councillors to declare any relevant interests as they arose. As the meeting is being held by Zoom the ATTC will mark the DOI Book and Cllrs will need to attend the office to sign.

The Chairman suspended Standing Orders.

4471. Public Open Question Time – To receive questions from the Public.

No Comments were raised.

4472. Police Report (Appendix A) The Police report had been forwarded to all Cllrs. on 07.10.2020

No questions were raised.

4473. County Councillors' Report (Appendix B)

Cllr. Parsons updated members on the current Covid-19 situation of rising figures within the Devon area. Cllr. Hutchings expressed his concern that the increase in the rise of infections in Exeter and if a 'lockdown' were to take place in Exeter whether Holsworthy would be included. Cllr. Parsons confirmed that at this stage this is not something which would happen.

Cllr. Parsons also informed members that he is aware of the 6A Bus overcrowding situation, and he has been in contact with Stagecoach.

4474. District Councillor's Report

Cllr. Hutchings informed members that Torridge Councils Community and Resources Committee have voted to approve a free second hour parking for motorists in Bideford, Holsworthy, and Torrington main Car Parks. The free second hour will automatically be added to one hour tickets purchased during October and November and will commence from 8am on Friday 9th October.

He was unable to provide an update on the latest position regarding Holsworthy Swimming Pool operated by 1610.

A FOI request has been sent to TDC in relation to the cost of the settlement with Kivells of £1.3 million.

Cllr. Hutchings stated that he would like to see more done in Holsworthy for people with Mental Health issues and that more help should be widely available with better signposting so that those affected could access help easily.

Cllr. Jones stated that he had much the same to say regarding the Car Parks but he would like it put on record that he wished to withdraw his comment made in a previous report

about TDC Cllr. Watson and he apologised for the comment.

The cramped No.6 bus is something which he is also aware of and understands that this is being looked into.

Cllr. Jones has attended a meeting with the consultant employed by TDC to look at the regeneration of the Town Centres in Torrridge including Holsworthy. He has not heard anything back from this meeting yet and has asked that the Town Council and himself be kept in the loop with this.

A bin has been placed opposite the Petrol Station on a 3 month trial after Cllr. Jones had received various enquires regarding discarded rubbish.

There followed a brief discussion regarding Mental Health issues within the town, how help could be made more available and people signposted to the services that already exist in the Town.

The Chairman returned to Standing Orders.

4475. Council Meeting Minutes - To approve and sign the Minutes of the Full Council held on the 2nd September 2020.

Cllr. Parker proposed that the Minutes of the Meeting held on the 2nd September 2020 be approved. This was seconded by Cllr. Tallon and agreed. (Vote 7 For, 0 Against, 3 Abstentions).

4476. Matters Arising.

No matters were raised.

4477. Mayor's Announcements – To receive a report from the Mayor.

Cllr. Jo Heaven informed the members that she had a meeting with Moo Free in relation to a possible donation towards the Christmas Lights.

Holsworthy Methodist Church has appointed Reverend Simon Leigh and a meeting has been arranged with him for next week.

Due to the current pandemic and advice from the RBL this year's Remembrance Parade has been cancelled. However, the Council would still like to hold a memorial in remembrance of all those people that had served.

The ATTC explained the options the Council have investigated so far:

- 2 wreaths have been ordered from the RBL with a view to laying one at the WW2 Memorial Tree Carving in Stanhope Park and the other at the War Memorial at St Peters & St Pauls Church.
- An email has been forwarded to Mother Elizabeth, Rev. Simon, RBL and Lt Jim Harvey of the Army Cadets, suggesting a small gathering of groups social distancing with two representatives from specific organisations (as would normally attend the Remembrance Parade) with the Mayor and some Cllrs also present.
- Presentation of Wreaths perhaps one on 8th November and the other on the 11th November.
- View to have a 2 min silence on 11th November

4478. Accounts Due for Payment and Budget Review

The TC went through the Accounts due for Payment for September 2020 and the Budget Review.

Cllr. Heaven proposed that the accounts for payment be approved. This was seconded by Cllr. Parker and agreed. (Vote: 10 For, 0 Against, 0 Abstentions).

4479. To receive and to Note the minutes of the following Committee Meetings:

Market Committee

16th September 2020

Cllr. Parker confirmed that after a meeting in The Square on the 23rd September it was agreed that the Market would revert back to the original set up due to the placing of the anchor points and that vehicles would be parked in the middle/behind the stalls.

Cllr. Shepherd noted that 2 rentals payments had been made regarding the Market Garage. The TC confirmed that this was an overlap of two separate monthly payments.

4480. To note the decisions made under delegation (sent to all Cllrs. 05.10.2020)

A list of all the decisions had been circulated.

Cllr. Hutchings queried whether the Council would need to continue with decisions being made in this way due to Zoom meetings being held regularly now. The TC confirmed, given the advice from NALC, some delegated decisions would still be required but these would be in the minority and would be reported to the next Council Meeting.

4481. To discuss the Councils response to the planning Application 1/0700/2020/OUTM: 200 Houses Land between Rydon Road and Trewyn Road

A meeting via Zoom was held between Councillors at 6.15pm immediately prior to this meeting with LHC Designs in relation to the above planning application. The TC will collate all responses and forward a Council response back to TDC by Monday 12th October.

4482. To provide further clarification and agreed the hire of Christmas lights for a further two years.

The paperwork to confirm the proposed expenditure and income and the amount of the three quotes which had now been received; had been circulated prior to the meeting. There followed a discussion on the recent social media post regarding the Christmas lights. Cllr. Briggs felt that the Poll that was created on Social Media was not appropriate as the full information had not been given. Cllr. Kenneally stated that he had created the poll as a member of the public and he felt it was representative. Cllr. Parker mentioned it was a snapshot of only part of the community, not everyone uses Social Media and the poll had not given the full information.

Cllr Heaven explained that because of the Covid 19 restrictions the usual Christmas Switch on Event could not happen this year, but the Christmas lights would be something that the whole community could enjoy for a longer period.

The TC went through the quotes that had now been received and explained that the expenditure did not just include the cost of the hire of the lights but also the required infrastructure to ensure the lights were safely installed and checked and the installation and dismantling of the lights. Also listed was where funds could be found from existing budgets, including the unspent Christmas Event budget, and earmarked reserves from projects that were no longer going ahead this year. It was suggested that any funds not required for this year's expenditure be put into an Earmarked Reserve to assist towards the costs for year 2 and 3. The Council will be considering its Projects and Budgets for 21/22 shortly including consideration of the projects for 2020/21 that might want to be brought forward to the next financial year.

Normally shopkeepers would be asked this year for funds towards the cost of the Christmas trees outside their premises but given that they were unable to trade for most of the year it is suggested that they not be approached this year. There was the opportunity to fundraise towards the cost with £1,000 already received from DCC, £800 from the unused Mayors Allowance, and donations from the public including £200 from the Mayor and her husband. Other sources of funding would also be sought towards the cost including possible grants and from local Companies.

Cllr. Hutchings had not been at the September meeting when the decision was taken about the Christmas Lights and stated he was not against Christmas lights but the way the decision had been taken.

Cllr. Thomas raised a question regarding the hire period and contract for the Christmas lights; it was confirmed that the hire period was for three years and the contract contained clauses regarding the quality of lights used and that also different lights from the same firm could be used but there may be a cost to this.

Cllr. Parker proposed that a three year hire contract be entered with Festive Lighting, with the amount of £23,010 from existing budgets as listed being used for the total costs of £14,961.88 for the hire, infrastructure and installation and dismantling of the Christmas lights for 2020 with the balance of £8,048.12 being placed in a Christmas Lights Earmarked

Reserve to assist towards the costs of the Christmas Lights for 2021 and 2022 with donations and fund raising to also be sought towards the costs This was seconded by Cllr. Tallon and agreed. (Vote: 6 For, 3 Against, 1 Abstentions).

Cllr. Hutchings asked for a recorded vote as follows:

Cllr. Shepherd	For
Cllr. Tallon	For
Cllr. Briggs	For
Cllr. Parker	For
Cllr. Musker	Against
Cllr. Thomas	Abstention
Cllr. Heaven	For
Cllr. Stanton	For
Cllr. Hutchings	Against
Cllr. Kenneally	Against

4483. To update on and discuss the WW2 VE Day Memorial Tree

Cllr. Heaven thanked Leo McDonnell from South West Tree Care for his work for free on a diseased tree in Stanhope Park which has now been crowned in preparation for the work to begin on the WW2 Memorial Tree.

Some minor graffiti and damage had been caused to the fencing and the tree stumps. However, CCTV has been installed and the police are aware.

4484. To consider the letter and report from the Holsworthy Community Involvement Group

Cllr. Hutchings declared an interest.

A letter has been received from the Holsworthy Community Involvement Group requesting the Council consider the recommendations in its 'Healthier and Happier Holsworthy – Final Recommendations' Report and provide a response in particular to the recommendations in points 2.3, 3.1 & 3.3. The TC asked members to consider the Report which had been sent to them and send their responses to her so that they can be collated and a Council response given.

4485. To reaffirm the Councils support for a Holsworthy to Bude Cycle Path

This Agenda item was requested by Cllr. Kenneally to reinforce the Council's commitment to the provision of a Holsworthy to Bude cyclepath and to working with all parties especially Devon County Council and Cornwall County Council who are the lead authorities.

Cllr. Parker suggested that it may prove useful to make contact with Mr. Ian Parker who is an Ex TDC Cllr as he would be able to help with further information.

Cllr. Kenneally proposed that Holsworthy Town Council support the Holsworthy Town to Bude Cycle Path. This was seconded by Cllr. Shepherd and agreed. (Vote: 10 For, 0 Against, 0 Abstentions).

The TC was asked to request from DCC a map of the intended cyclepath and gather as much information as possible to be shared.

4486. To confirm any changes to membership of the Councils Committees

Cllr. Kenneally has requested to come off the Market Committee.

Cllr. Thomas has requested to be part of the Planning & Highways Committee and Finance and General Purposes Committee.

4487. To discuss possible projects the Council may wish to undertake for the financial year 2021/2022

The TC requested that Councillors let her know of any ideas for possible projects that the Council could consider for the next financial year 2021/2022.

4488. To receive External Committee Updates (relevant reports have already been circulated to Cllrs.)

Cllr. Kenneally informed members that Devon & Cornwall Police are asking for more volunteers to be Council representatives on the OPCC Cllr Advocate Scheme. After discussion, it was agreed that Cllr. Graham Thomas and Cllr. Jill Tallon should be added as the Council's representatives; and the Community Engagement Worker of the Office of the Police and Crime Commissioner be informed accordingly.

4489. To receive Correspondence

The Reporter of the Holsworthy Post confirmed that they are reinstating the '*Holsworthy Post*' edition of the Cornish & Devon Post. This will have a dedicated Holsworthy front page. All Cllrs agreed that this is a great idea. The ATTC suggested that the link could be placed on the Councils Social Media and Website.

4490. Town Clerk's report

Nothing further to add.

4491. Exchange of information

Cllr. Thomas informed members that he had created a short survey for the residents of the Old Market Quarter, the survey included asking people's views on what attracted them to Holsworthy. The TC has the link to the survey, Cllr. Thomas confirmed that this could be shared.

Cllr. Kenneally suggested the setting up of a "Marketing Group" which would be of Cllrs and some of the Community.

Cllr. Heaven informed members that Moo Free have been approached for sponsorship for the Christmas lights and they are very enthusiastic about wanting to support the Council and the Community.

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 10 For, 0 Against, 0 Absentations).

The following left the meeting:

Cllr. Barry Parsons Devon County Council, Cllr. David Jones TDC, Cllr. Hackett TDC, Cllr. Watson TDC, Mr. Tom O'Sullivan & Mr. George Wilcox.

4492. To discuss and if appropriate agree the annual increment in Salary scale for the Town Clerk in accordance with the Contract of Employment.

There followed a discussion on the awarding of an annual increment of the salary scale for the Town Clerk in accordance with the Contract of Employment.

Cllr. Heaven proposed that Town Clerk/RFO receive the Pay increment in accordance with the Contract of Employment. Cllr. Parker seconded the proposal which was carried. (Vote 10 For, 0 Against, 0 Abstentions).

All Cllrs were reminded that this is a Part 2 Item.

4493. Close

The Meeting was closed by Cllr. Heaven at 8.41pm

Signature.....

Date.....

Appendix A



Devon & Cornwall Police
Building safer communities together

Crimes Recorded - 01/09/2020 to 30/09/2020 - CH2L

Offence	Recorded Crime 01/09/2020 to 30/09/2020	Recorded Crime 01/09/2019 to 30/09/2019	Recorded Crime % Difference
Violence with Injury	5	3	66.7%
Violence without Injury	4	4	0.0%
Rape	2	0	-
Burglary Dwelling	0	1	-100.0%
Vehicle Offences	0	2	-100.0%
Shoplifting	1	0	-
Other Theft	1	2	-50.0%
Criminal Damage	4	3	33.3%
Public Order Offences	1	1	0.0%
Possession of Drugs	1	0	-
Other Offences	1	2	-50.0%
Total	20	18	11.1%

Non Notifiable Offences | 2 | 0 | -



Devon & Cornwall Police
Building safer communities together

Incidents Recorded - 01/09/2020 to 30/09/2020 - CH2L

Incident Closing Category	Incidents - 01/09/2020 to 30/09/2020	Incidents - 01/09/2019 to 30/09/2019	Incidents % Difference
Anti Social Behaviour	4	2	100.0%
Crime Recorded	9	7	28.6%
Public Safety	14	22	-36.4%
Transport	11	3	266.7%
Total	38	34	11.8%

(Appendix B)

Holsworthy Rural – County Councillor Update

11 October 2020

Dear Members and Officers,

I know that these figures below are in the public domain. For ease of reference and information please see the latest update below:

Coronavirus in the South West Peninsula

- 29 September to 4 October there were 539 laboratory confirmed cases in **Devon**. [53 in Torbay; 77 in Plymouth; 118 in Cornwall and c61,000 in England]

East Devon 41; Exeter 378; Mid Devon 15; North Devon 22; South Hams 14; Teignbridge 48; **Torrige 9**; West Devon 12. You can see that Torrige is well-placed by comparison.

Currently - confirmed cases per 100,000: **Devon 67.2**; Torbay 38.9; Plymouth 29.4; Cornwall 20.6; England 108. (However, if you take away incidences at Exeter University Devon's figures are much the same as elsewhere else in the peninsula).

- 31 January to 4 October there has been **2,241 confirmed cases** in **Devon** and **218 deaths**.

[Torbay 406 cases and 58 deaths; Plymouth 1,022 cases and 92 deaths; Cornwall 1,530 cases and 208 deaths; England 453,948 cases and 52,205 deaths]. **Please Note:** deaths only up to 25 September.

There were 3 deaths in the Peninsular (all in Plymouth) attributable to Coronavirus in the period 18 to 25 September. 215 recorded in England.

Please note that all deaths are not necessarily **by** Coronavirus, just that the person tested positive at some stage – at this time it is impossible to separate the cases without going back and scrutinising each death certificate. Later figures are markedly more accurate than earlier in the Pandemic.

Confirmed infection cases show a marked increase in Devon and smaller rises in Torbay and Plymouth. The Devon County Council figure includes a spate of positive cases at Exeter University (378), due to enhanced testing, making up some 70% of the Devon figure although there is **no evidence as yet of wider community transmission**.

With Autumn here and less people affected to date in the Peninsula, it does really highlight the importance of social distancing, hand hygiene and good local communication in keeping a potential second surge in check.

Still on health matters, I am delighted to see the commencement of the new recording system, 'MY CARE', which is the sharing of critical information digitally and the first programme in England to go live with a new comprehensive electronic patient record (EPR) system (provided by software experts, Epic) in both an acute hospital as well as in community-based health services. As a member of the NHS Sustainability and Transformation Partnership Digital Board I am thrilled to see this development coming to fruition. It is set to replace traditional paper/patient notes and mean that for the first time, every aspect of a person's care will be recorded in real time and available to many partners. Things like upcoming appointments, change of appointments, patient results, and the requesting of direct communications with care team members should become so much more fluid and convenient. MY CARE is the first programme to go live with Epic and officers and partners of the RD&E Hospital are to be commended on their efforts over the past two and a half years to bring this project to fruition.

My thanks, too, to all staff at our local schools and to those supporting their local schools in ensuring as safe as possible a return to educational settings. The work done here has been phenomenal and my thanks, in particular, go to leaders associated with our schools who, despite the huge pressures of late have done brilliantly in looking after staff and getting our youngsters formally educated again.

The pandemic, I know, has caused much uncertainty but I would like to assure one and all that staff across so many agencies are working incredibly hard to look after our communities. A bit like the above with our schools, many alternative arrangements have been put in place for those youngsters needing to travel by bus to school, socially distanced, of course. Because of the re-deployment of staff there will be some areas of work for the County Council which will not always be the priority and I would ask all residents to be mindful of the, seemingly, ever-changing scenarios currently confronting so many of our organisations.

Please stay safe and be mindful of **'washing hands, covering face, and keeping space'**.

With every best wish, as always.

Barry