



Minutes of the Annual Meeting of Holsworthy Town Council held in the Memorial Hall, Holsworthy on Wednesday 19th May 2021 at 7.00pm.

Present: Cllr. Parker, Cllr. Briggs, Cllr. Allen, Cllr. Hutchings, Cllr. Musker, Cllr. Hewitt, Cllr. Piper, Cllr Shepherd & Cllr. Stanton
In attendance: TC, ATTC,
TDC Cllr. Jones
Holsworthy Post
Holsworthy Police, PCSO James & PC Brown.

Mayor Cllr. Helen Parker presented Barry Parsons with gifts from Holsworthy Town Council, Bradworthy Parish Council, Buckland Brewer Parish Council, Halwill Parish Council, Shebbear Parish Council and Sheepwash Parish Council to thank him for his many years of service as a Devon County Councillor.
Also presented to Lt Jim Harvey of the Holsworthy ACF, was a Community Cadet Trophy in Barry Parsons name to be awarded each year to the Cadet Force who had provide outstanding contributions to local events and good causes through ACF, DoE and other voluntary services.

4631. Welcome and address by the retiring Town Mayor.

Cllr. Parker welcomed and thanked the Public and Cllrs for attending.

4632. Apologises for absence.

Cllr. Johns.

4633. To Elect the Town Mayor/Chairman for 2021/2022.

Cllr. Allen proposed Cllr. Parker as the Town Mayor/Chairman for the year 2021/2022. This was seconded by Cllr. Hutchings and unanimously agreed (Vote 9 For, 0 Against, 0 Abstentions)

The Mayors Regalia was formally handed to Cllr. Parker and she thanked her fellow Councillors for their support.

4634. The Town Mayor will read and sign the prescribed 'Declaration of Acceptance of Office'.

Cllr. Parker read and signed the prescribed Declaration of Acceptance of Office.

4635. To Elect the Deputy Mayor/Chairman for the year 2021/2022.

Cllr. Parker proposed Cllr. Musker as the Deputy Mayor/Chairman for the year 2021/2022. This was seconded by Cllr. Hutchings and agreed. (Vote 9 For, 0 Against, 0 Abstentions).

4636. The Deputy Mayor will read and sign the 'Declaration of Acceptance of Office'.

Cllr. Musker read and signed the prescribed Declaration of Acceptance of Office and thanked his fellow Councillors.

4637. Appointment of the Mayor's Chaplain for 2021/22.

Mother Elizabeth Burke, Priest in Charge, Holsworthy Benefice was appointed as the Mayors Chaplin for 2021/2022 and she led all present in a short prayer for the wellbeing of the new Council and the community.

4638. Investiture of the Mayor's Cadet FOR 2021/22

Cllr. Parker thanked Lt Jim Harvey for attending and for nominating Sgt. Kaya Kirby as the Mayor's Cadet for 2021/2022.

Sgt Kaya Kirby is a committed cadet NCO who works hard on supporting and training young cadets. As the detachment senior she helps to manage seven other cadets NCOs and has attended adult team meetings discussing detachment issues.

She was voted "Best NCO 2020" by her peers and received the Holsworthy Town Council Shield.

She has volunteered to continue with the duty of Mayors Cadet as due to lockdown she has been unable to serve at any community events.

She has been very active virtually through 2020 with the following:

Leading a team of cades in raising £600 for the Holsworthy Long House Hospice through a 150 mile walk and cycle challenge.

Completing her Army Cadet V-Tec Diploma in team building and public service.

Competing the ACF Senior Cadet Instructor Course.

Running and participating detachment weekly virtual activities.

Kaya is also involved n the new “ACF Cadet Nurse Scheme” this was set up by HRH Prince of Wales in conjunction with the Royal College of Nursing.

A polite and cheerful young woman Kaya is keen to serve her community through the role of Mayors Cadet.

Cllr. Parker presented Sgt. Kirby with her Staff and Gloves.

4639. Launch of the Mayor’s Charity for 2021/22 (at the discretion of the appointed Mayor).

Cllr. Parker announced that she wished to nominate Cancer Research and the project to improve the public realm and regeneration of the Town Centre as her Mayor’s Charity for 2021/22

4640. Declaration of Interests – To receive declarations of personal and prejudicial interests in respect of items on this agenda.

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

4641. To appoint representatives to the following outside bodies:

Bio Gas Liaison	-
Bude Canal Trust Partnership	Cllr. Stanton
DCC P3 Parish Paths	Cllr. Allen
Holsworthy Area Advisory Committee	Cllr. Hewitt & Cllr. Parker
Holsworthy Community Forum	Cllr. Hewitt
Holsworthy Museum	Cllr. Musker
Holsworthy Football Club	Cllr. Piper
Magpie/RBL	Cllr. Hutchings
Holsworthy Area Sports Pavilion	Cllr. Hewitt
Holsworthy Community College	Cllr. Piper
One Northern Devon Active Travel Group	-
Speccots Charity	Cllr. Parker & Cllr. Hutchings
Higgs Trust	Cllr. Parker
St. Peter’s Fair Committee	Cllr. Hutchings

The TC reminded all Cllrs, that if they wish to be added to any further outside bodies to please contact her.

4642. To appoint the following standing and sub committees and to elect a minimum of four Councillors to each Committee:

Finance & General Purposes Committee

Cllr. Parker, Cllr. Musker, Cllr. Allen, Cllr. Shepherd & Cllr. Hutchings

Market Committee

Cllr. Parker, Cllr. Musker, Cllr. Shepherd & Cllr. Stanton

The Parks’ Committee

Cllr. Parker, Cllr. Musker, Cllr. Briggs, Cllr. Piper, Cllr. Hewitt, Cllr. Allen & Cllr. Stanton

The Planning & Highways’ Committee

Cllr. Parker, Cllr. Musker, Cllr. Briggs, Cllr. Shepherd & Cllr. Piper

- 4643. Deeds List** - To receive a list of deeds and like documents and, if so desired by a member, to arrange to produce any item for inspection at the next meeting of the Council.
The Deeds List was circulated and the TC Informed Councillors that if they wished to see any particular document to inform her.

The Chairman suspended Standing Orders.

- 4644. Public Open Question Time** – To receive questions from the Public. Each member of the Public may have up to 2 minutes' time, the session to last no more than 10 minutes in total. Standing Orders will be suspended during this session.

No members of the public wished to speak.

- 4645. Police Report** – The Police will provide a report for information only.

The Police report had been circulated to all members prior to the meeting.

PCSO James stated that due to the Covid Restrictions easing, Devon and Cornwall Police are expecting a busy Summer.

The TC stated that some minor vandalism has taken place in Stanhope Park over the last few months.

PCSO James confirmed that they are aware of one incident which has been reported.

A meeting had been held in Torrridge in relation to Anti Social Behaviour Orders this would hopefully reflect in the number of Officers that will be patrolling areas where there had been issues previously.

- 4646. County Councillor's Report**

Cllr. James Morrish was not in attendance.

- 4647. District Councillors' Reports**

Cllr. Jones thanked Barry Parsons for all his help and support over the years.

Various discussions have taken place as to whether to continue holding remote meetings via zoom as this would cut down on time and travel costs. As a result of this Cllr. Jones is part of a Working Group at TDC to examine how meetings can be held more efficiently, saving money and time.

Cllr. Hutchings also thanked Barry Parsons, for his continued support and help over the years as a County Councillor. He stated that Cllr. Jones had already covered most areas. However, he was able to give a further update regarding the Sports Hall. The Sports Hall and Gym area will be open from 21st June 2021 but as, yet no date had been confirmed on when the Swimming Pool would reopen.

- 4648. Council Meeting Minutes** - To approve and sign the Minutes of the Council Meeting held on the 21st April 2021

Cllr. Shepherd proposed that the Minutes of the Meeting held on the 21st April 2021 be approved. This was seconded by Cllr. Musker and agreed. (Vote 9 For, 0 Against, 0 Abstentions).

- 4649. Matters Arising** - To consider matters arising from the Minutes of the 21st April 2021 Meeting, not already covered by the agenda. For information only.

No matters were raised.

- 4650. Mayor's Announcements – To receive a report from the Mayor.**

Cllr. Parker thanked Barry Parsons again for all of his valuable work to support Holsworthy and it's rural communities over the years stating that he would be sorely missed and wished him and Tom all the very best for the future.

Due to Covid no major functions have been attended. However, meetings had been held with the rest of the working group members with TDC and DCC officers regarding the project to regenerate the Town Square and improve the street furniture.

- 4651. To Receive, and to Ratify the Decisions Therein, the Minutes of the Following Committee Meetings:**

a) Parks Committee

21st April 2021

No comments raised.

- 4652. To consider the request made by the Chartered Court Leet of the Ancient Manor of Holsworthy to commend the appointment of Mr Barry Parrish as the new Portreeve to the Lords of the Manor.**

Cllr. Piper proposed that Mr. Barry Parrish be appointed as the Portreeve to the Lords of the Manor. This was seconded by Cllr. Hutchings and agreed. (Vote 9 For, 0 Against, Abstentions).

- 4653. To consider the request for the use of up to 15 Market Stalls by Tarka Radio for a charitable event on the 17th July 2021.**

Cllr. Hutchings declared an Interest.

After a short discussion it was agreed that the TC should seek clarification from Tarka Radio on the following:

- They must undertake to replace or cover the cost of any missing or damaged stalls.
- Their insurance must cover the cost of either repairing or replacing any missing or damaged stalls (the Council will need to see the insurance)
- All stalls must be returned in a clean and dry condition.
- They are responsible for collecting and delivering back the stalls at a time that is convenient for the Council.

If a charge is agreed for the use of the stalls then the income from any charge will go to the Mayors Charity.

- 4654. To Receive External Committee Updates.**

Nothing received.

- 4655. To Receive Correspondence** – To receive a list of correspondence and make decisions on any actions to be taken on matters arising from these.

Nothing received.

- 4656. Town Clerk's report** - To receive a report from the Town Clerk for information only.

Nothing to report.

- 4657. Exchange of information** - With permission of the Mayor, to exchange information only on any other subject.

None.

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. Hutchings and agreed (Vote 9 For, 0 Against, 0 Absentations).

All members of the public left the meeting.

- 4658. To discuss and ratify, if appropriate the Co-option of a new Councillor.**

Mr. Nigel Kenneally gave a short speech on why he wished to become a Councillor and various questions were asked by Councillors. After discussion, the following was agreed.

Cllr. Hewitt proposed that Mr. Nigel Kenneally be co-opted as a Member of Holsworthy Town Council. Cllr. Musker seconded the proposal which was carried. (Vote 9 For, 0 Against, 0 Abstentions).

- 4659. Close**

Cllr. Parker closed the meeting at 8pm

Signature.....

Date.....



PART 2 – CONFIDENTIAL

Minutes of Full Council Meeting held on Wednesday 13th January 2021 at 7pm

Present: Cllr. Parker, Cllr. Briggs, Cllr. Allen, Cllr. Hutchings, Cllr. Musker, Cllr. Hewitt, Cllr. Piper, Cllr. Shepherd & Cllr. Stanton

In attendance: TC
ATTC

4658. To discuss and ratify, if appropriate the Co-option of a new Councillor.

Copies of Mr. Kenneally’s application had been circulated with the Agenda prior to the meeting.

Mr. Nigel Kenneally who attended the meeting, was asked various questions by the Councillors, which included an account of what skills and attributes the applicant felt they could bring to the Town Council.

Cllr. Hewitt proposed that Mr. Nigel Kenneally be co-opted as a Member of Holsworthy Town Council. Cllr. Musker seconded the proposal which was carried. (Vote 9 For, 0 Against, 0 Abstentions).

Signature.....

Date.....

Appendix A Police Report



Devon & Cornwall Police

Building safer communities together

Crimes Recorded - 01/04/2021 to 30/04/2021 - CH2L

Offence	Recorded Crime 01/04/2021 to 30/04/2021	Recorded Crime 01/04/2020 to 30/04/2020	Recorded Crime % Difference
Violence with Injury	2	1	100.0%
Violence without Injury	1	2	-50.0%
Stalking and Harassment	0	1	-100.0%
Other Sexual Offences	1	0	-
Burglary Non-Dwelling	1	1	0.0%
Shoplifting	0	3	-100.0%
All Other Theft Offences	0	3	-100.0%
Criminal Damage	0	2	-100.0%
Total	5	13	-61.5%

Non Notifiable Offences | 2 | 0 | -



Devon & Cornwall Police

Building safer communities together

Incidents Recorded - 01/04/2021 to 30/04/2021 - CH2L

Incident Closing Category	Incidents - 01/04/2021 to 30/04/2021	Incidents - 01/04/2020 to 30/04/2020	Incidents % Difference
Anti Social Behaviour	3	2	50.0%
Crime Not Recorded	1	0	-
Crime Recorded	4	6	-33.3%
Public Safety	18	10	80.0%
Transport	10	5	100.0%
Total	36	23	56.5%